



Canada Border
Services Agency

Agence des services
frontaliers du Canada



Pacific Region Processing Center Re-Location Site Proposal

Pacific Region

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December 16, 2019

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Purpose

The Pacific Region is seeking approval to relocate the existing Pacific Region Processing Center (PRPC) due to the upcoming (June 2020) lease expiration of the current facility. The Region is recommending a phased in approach to accommodate the short timelines and fit-up requirements and has outlined the interim and long-term strategy below.

Background

In November, 2018, the Pacific Region Processing Center (PRPC) commenced the processing of low-risk asylum seekers at 1166 West Pender Street in downtown Vancouver. The PRPC was designed to process low-risk claimants which represent the vast majority of claimants that are traditionally seen. The consolidation, scheduling, and processing of low-risk eligible refugee claims has streamlined processing efficiencies and alleviated pressures at the ports of entry (POEs) that continue to process higher risk claimants in addition to their already heavy traffic and commercial volumes. With an average of more than 12 million travellers and 878,989 commercial releases per year, the Pacific Highway District is the primary corridor for Western Canada land border trade and travel and incorporates some of the highest volume ports in the country.

For consideration, the Government of Canada is undergoing litigation as it pertains to the Safe Third Country Agreement (STCA), which will determine whether or not the STCA will remain in force. The CBSA's position to continue to separate the processing of asylum seekers from the POEs would greatly assist the Pacific Region's capacity to respond should the STCA be struck down by the courts. Therefore, there is a need to work towards a solution that does not place additional pressure on the POEs.

Notice was received that the 1166 West Pender Street location has been set for demolition on June 30, 2020. As the deadline is rapidly approaching, initial planning efforts have been made to define both an interim and long term solution. As the deadline for the re-location of the PRPC is imminent, there is insufficient time to immediately transition to a long term model. As such, this report will focus on an interim solution with a proposed long term solution for the Pacific Region's processing model for asylum seekers going forward.

Several considerations have been taken into account for the proposed interim and long term solutions outlined in this report, including; **size**, both in overall capacity and its potential for scalability; **availability**, in terms of securing the space and properly equipping it within established timeframes; and **location**, with respect to its proximity to components of the process and key stakeholders.



Assessment of Existing CBSA Infrastructure

In a previous report created for the initial set up of the PRPC in April, 2018, sites at the POEs were assessed and ultimately determined to be unsuitable for various reasons. These sites are included in *Appendix B* for reference, however, only the sites that have updated assessments have been included in the body of this proposal.

300 West Georgia Street (Library Square) Seventh Floor – Vancouver, BC

The 300 West Georgia Street, seventh floor location is not an ideal consideration for an interim or long term solution for the PRPC re-location. Although the seventh floor has a public facing reception area to receive clients, the waiting area has insufficient space to accommodate groups or families of asylum seekers that are often received. Additionally, there is no space available for the re-location of staff to perform asylum seeker processing functions. Further to the lack of existing space, the main clients who attend the seventh floor reception are attending on reporting conditions and it would not be ideal to combine inland enforcement functions along with facilitative functions such as processing asylum seekers.

877 Expo Boulevard (Expo) Third Floor – Vancouver, BC

The 877 Expo Boulevard third floor location is also not an ideal consideration for an interim or long term solution for the PRPC re-location. A portion of the CBSA's Inland Enforcement Team occupies the third floor of this location and there is no public access to this site. This location does not have any space available within the existing floor plan to accommodate intake, processing, or future expansion. This site provides no additional benefits or logistical justification for housing a processing center, and there is no available infrastructure in its immediate proximity that could be converted to facilitate public access to this site as a processing center.

Immigration Holding Center (IHC) Third Floor – Surrey, BC

The IHC was previously considered as the long term solution for the PRPC re-location. After further consultations and review, it has been determined it is no longer the ideal solution. Due to the nature of work carried out in this facility, there is a high-degree of likelihood that this location will attract negative media attention and potential protests. Activities performed at this location are correctional in nature, and as such, the atmosphere may present as unwelcoming and may leave a negative impression on asylum seekers. The IHC also has limited transit and parking options, and is located over 36 km from downtown Vancouver making it a less than suitable choice. Lastly, the available space footprint is too large to fund a reasonable fit-up for the volume of claimants that are currently being received by the PRPC (between 3-15 claimants daily).

Additionally, there exists no convenient transit options to this site, and parking space is extremely limited which poses challenges to accommodating the PRPC. The IHC is still currently still under construction, and will not be available for utilization for core IHC functions until Spring 2020.



1611 Main Street (The Central) – First Floor

The 1611 Main Street location is the building in which the Pacific Region's Headquarters is located and is commonly referred to as *The Central*. It currently contains 415 square meters of rentable space that is within the PSPC inventory and is currently vacant. This would allow for sufficient space to perform all processing required under the scope of irregular arrivals.

Full utilization of this space provides flexibility in the long-term, in that it would allow a diverse workforce (including accommodated staff and student employees), to perform processing while simultaneously providing a viable return on CBSA's investment in the same building where the Pacific Region's Headquarters is already located.

This space is currently available and within Public Services and Procurement Canada (PSPC) inventory, thereby expediting the process of securing the space, but would require fit-up prior to utilization. The first floor is raw space, and is currently not brought up to base building standards. In the current space, there is no plumbing, HVAC, or electrical. The initial estimate to bring the space to base building standards is \$300,000 to \$500,000. An estimated cost of \$1.2 million will be required for fit-up to operational requirements. Shared Services Canada (SSC) costs are required as a switch will need to be installed, conduit created, and installation of telecom and data drops throughout the space. The estimated time to fit-up the space is approximately 12-18 months, depending on the requirements and the date of approval. Parking will also need to be negotiated with the building operator as an additional part of the lease.

Lease costs would be approximately **\$300,000 annually**, which is a subsidized price given that CBSA is already the principle tenant of the building. A similarly located space of this size in Vancouver would cost (approximately) between **\$825,468 and \$990,924 annually** based on the Market Survey Report commissioned by the PSPC, and would not have the benefit of being optimally located within the CBSA-Pacific Region's existing envelope. The current annual lease at 1166 West Pender is \$225,692.55, with 1592 square meters of usable space.

1611 Main Street is centrally located for staff and easily accessible via public transit. Given its shared location with the Pacific Region's Headquarters, it provides an excellent opportunity to leverage on-site resources and maintain a strong link to regional operations. This site is less than 2 km from the Immigration and Refugee Board of Canada (IRB) offices and the CBSA Inland Enforcement offices. Furthermore, it is 3 km from the Immigration, Refugees and Citizenship Canada (IRCC) offices located at 1168 Hornby Street, providing a strong connection to a key stakeholder.

1611 Main Street (The Central) - Fourth Floor (NEXUS and Commercial Longroom co-location)

Consideration is being given to utilize the fourth floor of 1611 Main Street location as an interim solution for the re-location of the PRPC. This site is currently occupied by the CBSA as the Metro Vancouver District's reception and processing center for NEXUS applications, as well as the Metro Vancouver Commercial Longroom. This site already has a public-facing side, as well as CBSA officers on-site who can be leveraged between functions



depending on volumes. As stated for the first floor, this site is conveniently located for both CBSA staff and clients and is in close proximity to public transit and social services.

This site, however, does not have adequate space as a long term solution for a processing center as the facility as a whole is at capacity. Moving the asylum seeker processing to this site requires the movement of current Metro Vancouver activities and staff to another space within the already severely limited building footprint. This creates inefficiencies in current processes which can be accommodated on a short-term basis, but is not ideal for a long-term solution. As US Customs and Border Protection officers also occupy the space for NEXUS processing, it is not recommended to have asylum seekers sharing the same area in the long term. Finally, there will be fit-up costs to this interim solution, and with the tight deadline, there are concerns that the full fit-up will not be able to be completed in time if immediate action is not taken.

Additional Considerations

The availability of other locations within the Greater Vancouver area is extremely limited. The most recent analysis performed by the PSPC is that there is no vacancy within Crown inventory that could accommodate an interim or long term solution for the re-location of the PRPC with our time constraints. Should something become available, the lease terms, costs, duration, and limitations would be uncertain and are not expected to be at a greater cost savings than what is being proposed in this report. An additional consideration is that the funding for Border Management sunsets in 2021 and there is no indication if and when it will be renewed. Irregular migration was a common theme in the various Ministers' mandate letters.

The processing of asylum seekers will continue to be an operational pressure for the Pacific Region and the removal of this funding will severely impact the Region's ability to manage current volumes and workloads.

Proposal

The processing of asylum seekers at the current PRPC at 1166 West Pender Street has provided the Region with valuable information on processing trends, volumes and space requirements. This information has revealed a path forward not only to outfit a space in the short-term, but also to inform the space requirements and need for capacity flexibility in the long-term.

Interim Re-Location Proposal: 1611 Main Street – Fourth Floor

The 1611 Main Street, fourth floor location in Vancouver, BC, is the recommended site in the short-term until the acquisition of the first floor, as it provides the space required and is co-located with other CBSA services. As the current volumes that the Pender Street PRPC processes is between 3-15 claims per day, this space would be able to accommodate the client load adequately, provided modifications could be made to the existing space. The use of the fourth floor as an interim site for the PRPC is contingent on some of the existing occupants of the building being relocated on a permanent or temporary basis.



The CBSA is able to temporarily accommodate this function at 1611 as the CBSA will be obtaining space on the second floor at 1611 Main Street as of May 2020. This space was acquired as a result of program growth identified for the Pacific Region's Enforcement and Intelligence Division (EID). This space was planned under the new GC Workplace standard and is considered an Activity Based Workplace showcase. While this space is not suitable for EID, nor the front end processing functions of NEXUS or PRPC, it is appropriately suited for staff performing corporate functions. These teams will be relocated to the second floor, which will free up space at 1611 Main Street for EID to utilize the space in the overall building envelope. The contingency for additional vacant space would be available until EID completes their staffing plans to fill the remaining space by the end of 2020-21 fiscal.

In reviewing the current front-end CBSA processing on the fourth floor as an option, the Longroom function was identified as the only space adjacent to the reception and waiting area that is large enough to accommodate the required interview space that is needed for PRPC processing. The Longroom back-end staff would have to be re-located to space currently occupied by other staff. Teams such as Labour Relations, work on the same floor as the operations but do not directly benefit or need to be in close proximity to them, whereas the Longroom function requires close proximity to the commercial front counter. The Longroom function requires 13 desks to accommodate their current staff contingent

As PRPC processing requires public access with a waiting area, the existing reception and waiting area in the commercial area on the fourth floor can be used. Commercial counters are normally staffed with two BSOs and their work could continue to be performed on two of the six commercial counters or they could be relocated to the NEXUS area where there are currently two vacant counters (NEXUS has six counters – two are used by CBSA and two are used by USCBP). Furniture in the existing Longroom space would also have to be reconfigured to provide for interview space for claimants. Given the timeframe to move the processing center, this space could be used while fit-up is being conducted.

A fit-up of the fourth floor space to meet the interim requirements of the PRPC will include a new entrance and additional hard wall space to the backend processing/interview area, creation of additional interview counters, reconfiguration of workstations into interview cubicles, installation additional data drops for interview rooms and livescan machines is estimated to cost \$205,000. This includes construction costs (\$140,000), workstation reconfiguration and parts (\$20,000), SSC (\$15,000), security considerations (\$10,000), move-related costs (\$15,000) and commissionaires (\$5,000). Parking, as well as considerations for transporting clients will need to be negotiated with the building operator for both short and long-term needs.

The 1611 Main Street fourth floor fit-up represents the only immediate possible option to establish a feasible processing center by June 30, 2020. No other sites, regardless of location or cost, could be made operationally viable as a processing center within this short time frame. Immediate action is required to commence a fit-up exercise in order to have the space operationally ready for the transition to this space.

Long Term Re-Location Proposal: 1611 Main Street – First Floor

The 1611 Main Street first floor location in Vancouver, BC is the recommended site for a processing center in the long-term, but would not be available with PSPC approval and fit-up until 2021, which would enable the Pacific



Region to circumvent the need to acquire another location for processing. The first floor of the 1611 Main Street would be considered special purpose space CBSA direct lease.

The benefits to pursuing this space include that it is a co-located with CBSA operations and the Metro Vancouver District, which oversee the administration of the PRPC and the first floor would be easily accessible by members of the public. This space would provide flexibility for the CBSA and lend itself for additional regional activities which could include other public facing functions. Officers and administrative support can be cross-utilized and be deployed within the building as volumes dictate, maximizing the efficiency of staff used for this process. Additionally, infrastructure and staff services for CBSA staff already exist in the building, such as armoring rooms, lockers, kitchens, CCTV, secured fleet vehicle parking, IT services and a wet cell. This eliminates the need to provide these considerations at an independent site.

The available space meets the space requirements for a processing centre as identified in *Appendix A*. With 415 square meters of public-facing space, and the ability to utilize infrastructure and integrate operations that are already housed within the 1611 Main street location, special consideration should be given to this option.

There would be a number of steps that would need to be taken in order to secure this space. The earliest possible occupancy date extends from Fall 2020 into 2021. As the space only has walls and a concrete floor, there will be a significant cost for fit-up. As mentioned previously, there is no plumbing, HVAC or electrical currently in the space. The initial estimate to bring the space to base building standards is \$300,000 to \$500,000. An estimated cost of \$1.2 million will be required for fit-up to operational requirements. Parking will need to be negotiated with the building operator for both short and long-term needs.

A longer-term solution is required and it is recommended that CBSA begin the process for securing a new site for the PRPC as soon as possible due to the timeframe required for obtaining space.

Next Steps

Based on the June 30, 2020 deadline, action must be taken immediately to ensure the recommended interim solution is completed to ensure no changes in service levels. First, funding for the fit-up must be secured for 1611 Main Street fourth floor. Second, the affected units would require re-locations to provide a temporary space for PRPC staff, processing and fit-up. This would include a transition strategy for both interim and long term solutions for approval. Lastly, funding and approvals must be secured to implement the long term recommendation for the PRPC re-location. Working towards an interim re-location with a continued focus on a longer term and sustainable solution, will ensure that the Region is prepared for new and unforeseen asylum seeker pressures without sacrificing the security and integrity of the CBSA's operations.



Appendix A – PRPC Re-Location Space Requirements

The current PRPC processes between 3-15 asylum seeker claims per day. As a process, claimants move between stations in these groupings and we estimate that we would need capacity to process between 4-6 groups at a time. We have specified five as the middle ground, but could scale up or down depending on the availability of space and the desire to have reserve capacity. Based on these volumes, the new processing centre would require: 24/7 (0700-2200 if needed) and access to space for processing.

The space requirements identified below have not been totalled as they will need to be adjusted based on location of the PRPC. This may allow for space savings due to adjacencies; these will be dependent on the location and its linkages to other CBSA space and operations.

ROOM	SIZE	DESCRIPTION	SPACE REQUIREMENT (meters squared)
Client Waiting Area	20 people	Waiting area includes: reception function (desk) for claimants waiting to be processed, a children's play space, baby change area, shelving for resource material, electronic queue management system	90 m ² (based on 1.4m ² occupancy and seating for refugees at 4.5m ²)
Reception Station	2 staff	Reception Station provides a space for the reception/triage of clientele, workstations and telephones required.	25m ² (7.5m ² per workstation x2) plus *10m ² circulation space and space for common equipment and furniture (printer, photocopier and printer table, fax machine, shredder
Claimant In-take Area	5 stations (individuals/ families)	In-take area provides a space where claimants sit with CBSA Admin staff and sometimes interpreters (in-person or VIA phone) to complete asylum seeker documentation. The current set up includes a seating area with tables (2 small and 3 large). Could look like affront counter setup where claimants could sit across from a clerk. No computers required.	26.5m ² (based on 10.6 m ² standard dual examination counter to accommodate 2 Administrative Staff
Claimant Interview Area	5 stations (individuals/ families)	Semi-enclosed area where BSO's interview Claimants – interpreters may be used in-person or on phone. Stations should provide	26.5m ² (10.6m ² per standard dual examination counter to



		for audible privacy, but maintain visibility for safety reasons. Glass cubicle concept used in car dealerships and banks). Telephone and computers required. 2 small/3 large	accommodate two computers and 2 officers)
Livescan Machines	3	Area collect biometrics	11.5m ² (to provide fingerprinting and photography of immigrants and refugees)
Superintendent	1-2	Area for Superintendent(s) to work. Telephone and computer required	15m ² (7.5m ² per workstation)
BSO Workstation	4	Hoteling space for BSO to complete paperwork. Computers and telephones	30m ² (7.5m ² per workstation that can accommodate computer and telephones)
Admin Support Staff	5	Dedicated workspace for Admin Staff. Computers and telephones	45m ² (7.5m ² per workstation to accommodate computer and telephone)
Interpreter Space	4 Interpreters at any one time	Small room or dedicated space for interpreters to wait between interviews, eat, keep personal belongings etc.	10m ²
Lunchroom	1	Room for 10-15 people	15m ² (based on 2.4m ² per person for one quarter largest shift on duty, plus allowance of 1.2m ² for stove, 1.6m ² for refrigerator, and 2.4m ² for counter. Min 15m ²)
Arming Room	1 Dasco	Individual DASCO lockers to match the number of armed staff at new location	9m ² (84" h x 36" w x 22" d Dasco, ballistic panel, clearing device.
Lockers	12-60	If Mon-Fri dayshift – 12-15 lockers. If capacity to open 7/16, 48-60 lockers (2 X shifts, 7 days/week)	18.75m ² (1.25m ² for each full-size locker , including circulation)
Server Room	1		10m ² (communications systems and other related equipment)



Storage			(.9m x 4.5m, plus space for 1.5m wide aisle.
Parking	1	1 CBSA Transport Vehicle	251.5m ² (27.5m ² oversized vehicle, 16m ² per standard vehicle size)
Secure Document Storage	1	Safe or locked cabinet	4.7m ² (Calculated based on 4.7m ² per shelving unit, including circulation)
Washrooms	2	Staff and public	4.5m ² (1 area of approximately 4.5m ² for every 10 Primary counters)
CCTV Room			5m ² (could be combined with Server room)
Detention Cell	1	Proximity and access to a cell would suffice – depending on location, could use another CBSA facility	7.5m ²
Business Center	1	Room for 2X large multi function copier/printers (networked), 2X GCMS printers	*10.2m ² included in reception area space above
Boardroom/Meeting Room	1	Room for staff to meet – depending on location, could use another CBSA facility if close by. Network capabilities, laptop, display monitor, and conference phone.	23m ² (2.3m ² per chair to max of 25m ²)



Appendix B –Previous Analysis of Existing CBSA Infrastructure

The following sites were previously assessed for consideration prior to the move of PRPC in April, 2018, however they are not recommended and no longer being considered. This information is for reference.

Aldergrove Port of Entry

The Aldergrove Port of Entry (POE) processed approximately 943,000 travelers and 503,000 conveyances over the first eleven months of fiscal year 2017-18, which makes it approximately 15% busier than the Emerson POE in Prairie Region. The Aldergrove POE performs both traffic and commercial functions.

While proximate to a large number of between the ports arrivals, the Aldergrove POE has no available space within the existing buildings to accommodate intake or processing functions, and the only option would be to leverage the existing POE footprint through the installation of temporary structures, such as trailers, on unused land. The Aldergrove POE does not have adequate space for the installation of trailers required to perform such functions without directly impacting operations and threatening business continuity.

Attempts to capitalize on existing facilities and staff are further limited by the Aldergrove POEs established hours of operation, as the port is closed from midnight to eight o'clock in the morning each day. Utilizing the Aldergrove POE's existing infrastructure during non-operational hours as an intake center prohibits scalability should arrival volumes increase, as the POE does not have the capacity to simultaneously conduct regular operations and irregular arrival processing in any form. Furthermore, there is no staff at the port during those non-operational hours, thereby missing an opportunity to leverage potential existing resources.

The Aldergrove POE is a greater distance (71 km) from the proposed processing center site than the Pacific Highway (51 km) or Douglas (50 km) POEs, which would lead to higher transportation time and costs without providing any benefit.

Moreover, the RCMP have confirmed that they will not utilize the Aldergrove POE as a location for the transfer of irregular arrivals (primarily due to its distance from where asylum seekers are being encountered), thus making the installation of an intake center at this site illogical and inefficient.

Douglas Port of Entry

The Douglas POE processed approximately 3.9 million travelers and 2.1 million conveyances over the first eleven months of fiscal year 2017-18, which is more than double the traffic processed at the Lacolle POE and nearly five times the traffic processed at the Emerson POE. The Douglas POE is exclusively a traveler mode POE, and processes the highest traveler land volumes in Western Canada.

The Douglas POE has no available space within existing buildings to accommodate intake or processing functions, and the only option would be to leverage the existing POE footprint through the installation of temporary structures, such as trailers, on unused land. The property itself has limited existing space, which could possibly be secured through negotiation with Public Services and Procurement Canada (PSPC), for the installation of a maximum of 1 – 2 trailers, but this would have a direct impact on traveler processing capacity at



one of the busiest land crossings in Canada that is already operating at capacity. Moreover, 1 – 2 trailers is not deemed a sufficient amount of space for a suitable intake center.

Installing more than 1 – 2 trailers at this site would have a significant impact on operations and threatens business continuity. There is no capacity for future expansion at this site. This is an insufficient amount of space for a processing center, and provides less space for a potential intake center than the Pacific Highway POE.

Given the surrounding landscape, any facility installed at the Douglas POE would be highly visible to the public. The potential site would be in immediate proximity to private homes (which would have direct lines of sight to the facility), a large Duty-Free store, a golf course, and both a Provincial Park and a State Park. In addition, all of the land west of the Douglas POE belongs to the Semiahmoo First Nations Band, which could introduce another stakeholder unnecessarily. The Peace Arch Park, which fills the entire space between the Douglas POE and the United States Customs and Border Protection (USCBP) Blaine POE buildings, is used regularly for public demonstrations, and would be in direct proximity to any facility or trailers installed at the Douglas POE. Public transit does not provide service to the Douglas POE or anywhere within close proximity, forcing all staff to commute by private vehicle and park onsite.

The Douglas POE is 5 km away from the Pacific Highway POE, which is the dedicated site established by the RCMP for the transfer of irregular arrivals to the CBSA, thereby creating a logistical challenge not present at the Pacific Highway POE site.

The Douglas POE is 50 km from the nearest IRCC office, so establishing a processing center at this site does not provide any strategic benefit or opportunity to co-locate.

Pacific Highway Port of Entry

The Pacific Highway POE processed approximately 3.6 million travelers and 1.9 million conveyances over the first eleven months of fiscal year 2017-18, which is nearly double the traffic processed at the Lacolle POE and more than four times the traffic processed at the Emerson POE. The Pacific Highway POE performs both traffic and commercial functions, and is the largest commercial land POE in Western Canada.

The Pacific Highway POE has no available space within existing buildings to accommodate intake or processing functions and the only option would be to leverage the existing POE footprint through the installation of temporary structures, such as trailers, on unused land. The property itself has existing space under CBSA control for the installation of a maximum of 2 – 4 trailers; anything more would have a significant impact on operations and threaten business continuity.

Public transit does not provide service to the Pacific Highway POE or anywhere within close proximity, forcing all staff to commute by private vehicle and park onsite. The installation of trailers at the Pacific Highway POE would significantly reduce CBSA parking capacity, and there are no alternatives for relocating parking in the surrounding area.

This site, equipped with trailers as described, is capable of serving as a viable intake point to receive irregular arrivals from the RCMP and coordinate internal transport to an offsite processing center, and would mimic the existing Roxham Road RCMP presence in the Lacolle area.



This site does not have adequate space for a processing center, and does not possess the capacity for future expansion. This site provides no additional benefits or logistical justification for housing a processing center, and there is no available infrastructure in its immediate proximity that could be converted to a suitable processing center.

The RCMP have identified Pacific Highway as their dedicated location for transferring irregular arrivals to the CBSA, given the proximity to where asylum seekers are being encountered, making it an ideal location for an intake center.

The Pacific Highway POE is 54 km from the nearest IRCC office, so establishing a processing center at this site does not provide any strategic benefit or opportunity to co-locate.

Pacific Highway – Douglas Hybrid Approach

Consideration has been given to utilizing both the Douglas POE and Pacific Highway POE sites as intake centers in tandem, given their proximity to each other (5 km apart), but the detriments outweigh the benefits. Combining the size and resources of both ports does not result in the ability to implement a processing center, thus resulting in a divided intake process without gaining significant intake capacity. Resources would have to be dedicated to transporting irregular arrivals from the RCMP transfer point at the Pacific Highway POE to the Douglas POE intake center, negating efficiency in the process. Operational impacts would be felt at multiple POEs, aggravating resource challenges and complicating staffing considerations, while a single intake center would improve predictability and strengthen governance.



For action

PACIFIC REGION PROCESSING CENTER

For the Vice-President

ISSUE

Due to the impending demolition of 1166 West Pender, currently used as the Pacific Region Processing Center (PRPC), approval was granted by the Intelligence and Enforcement Branch (IEB) for the Pacific Region to move the PRPC to 1611 Main Street. The ongoing COVID-19 pandemic has resulted in the required budget transfer of \$1.7M from Vote 1 to Vote 5, for the retrofit of the PRPC long-term solution, to be deferred to the Supps B Main Estimates in December 2020.

As real estate is scarce in Vancouver, British-Columbia your approval is required to sign a lease agreement for the 1st floor of 1611 Main Street prior to Vote 5 transfer approval.

BACKGROUND

In November, 2018, the PRPC commenced the processing of low-risk asylum seekers at 1166 West Pender Street in downtown Vancouver. The PRPC was designed to process low-risk claimants which represent the vast majority of claimants that are traditionally seen. The consolidation, scheduling, and processing of low-risk eligible refugee claims has streamlined processing efficiencies and alleviated pressures at the ports of entry (POEs) that continue to process higher risk claimants in addition to their already heavy traffic and commercial volumes. With an average of more than 12 million travellers and 878,989 commercial releases per year, the Pacific Highway District is the primary corridor for Western Canada land border trade and travel and incorporates some of the highest volume ports in the country.

Notice was received that the 1166 West Pender Street location has been set for demolition on June 30, 2020. Subsequently, due to the ongoing COVID-19 pandemic, demolition has been delayed and the Canada Border Services Agency (CBSA) has been granted a lease extension until October 2020. A short-term and long-term solution was devised by the Pacific region to utilize a section of the 4th floor of 1611 Main Street to allow for the 1 year renovation of the 1st floor.

The IEB currently has sufficient funding as part of the *Enhancing Integrity of Canada's Borders* Treasury Board Submissions for the relocation of the PRPC. Retrofit of the 4th floor, funded by \$250K of the current \$1M Vote 5 capital, should commence imminently as it has been delayed due to the ongoing COVID-19 pandemic. As for the 1st floor, the budget transfer request to the

Treasury Board Secretariat has been deferred to the December 2020 Main Estimates Supps B as budget transfer requests as part of Supps A have been denied during COVID-19.

CONSIDERATIONS

Due to its easy access by the public and surroundings, 1611 Main Street is regarded as a high-interest area. For this reason, potential tenants have approached Public Services and Procurement Canada for leasing opportunities. As current tenants for the building, the CBSA has first right of refusal for the 1st floor, losing this opportunity would be unfavorable for the CBSA as other locations identified in the highly competitive Vancouver area do not meet PRPC requirements and needs.

Several considerations have been taken into account for the proposed interim and long term solutions, including; size, both in overall capacity and its potential for scalability; availability, in terms of securing the space and properly equipping it within established timeframes; and location, with respect to its proximity to components of the process and key stakeholders.

West Pender will no longer be available beyond October 2020. The 4th floor of 1611 Main Street can only be utilized as a short-term solution as it this space was acquired as a result of program growth identified for the Pacific Region's Enforcement and Intelligence Division (EID). This space was planned under the new GC Workplace standard and is considered an Activity Based Workplace showcase. While this space is not suitable for EID, nor the front end processing functions of NEXUS or PRPC, it is appropriately suited for staff performing corporate functions.

RECOMMENDATION

It is recommended that the CBSA proceeds with a lease agreement of \$16,053.83 per month for the 1st floor of the 1611 Main Street location; as sufficient Vote 1 funding is available, it is a key step in the normalization of operations in the Pacific Region and finding a subsequent long-term solution location would be unfeasible due to timeframe, location and cost of the Vancouver area.

Vice-President's response

I approve ☐

I do not approve ☐

Jacques Cloutier

Date

ATTACHMENT

1. Pacific Region Processing Center Re-Location Site Proposal

Approved by:

Director General: Christian Lorenz, 613-941-4565, _____

Director: Sharon Spicer, 613-952-2549

Author: Roosevelt Fenelon

Date:

MEMO

Retrieval Notice A-2020-12800

In response to:

1- How many asylum requests/claims (creation and operation) of the Temporary Refugee Intake/Influx Processing Centres (TRIPCs) were submitted for the following regions: Vancouver, Toronto and Montreal. I would like the period from November 2018 to March 2020 and also classified per year/ month for each Region.

Avant la création du bureau TRIPC - Montréal

RFG Eligibility Decision Date - Year	RFG Eligibility Decision Date - Month	RFG Eligibility Assessment Office Desc	RFG Claim Cohort Count
2018		11 Montréal Enforcement-File Management	465
		12 Montréal Enforcement-File Management	520
2018			985
2019		1 Montréal Enforcement-File Management	610
		2 Montréal Enforcement-File Management	306
		3 Montréal Enforcement-File Management	348
		4 Montréal Enforcement-File Management	502
		5 Montréal Enforcement-File Management	575
		6 Montréal Enforcement-File Management	575
		7 Montréal Enforcement-File Management	1 091
		8 Montréal Enforcement-File Management	1 011
2019			5 018
Summary			6 003

Après la création du bureau TRIPC - Montréal

RFG Eligibility Decision Date - Year	RFG Eligibility Decision Date - Month	RFG Eligibility Assessment Office	RFG Claim Cohort Count
2019		9 QC-TRIPC	851
		10 QC-TRIPC	1 079
		11 QC-TRIPC	828
		12 QC-TRIPC	806
2019			3 564
2020		1 QC-TRIPC	1 195
		2 QC-TRIPC	751
		3 QC-TRIPC	751
2020			2 697
Summary			6 261

Créé par: Marc Desjarlais, Agent régional aux programmes

Équipe de soutien aux opérations et services intégrées (ÉSOSI), Division des opérations du renseignement et de l'exécution de la loi, Région de Québec

MEMO

Retrieval Notice A-2020-12800

In response to: 2- From these reports extracted, how many of these cases were referred to Immigration Refugee Board (IRB)

Before the creation of the TRIPC - Montréal office

RFG Eligibility Decision Date - Year	RFG Eligibility Decision Date - Month	RFG Eligibility Assessment Office Desc	RFG Eligibility Decision Group Desc	RFG Claim Cohort Count
2018	11	Montréal Enforcement-File Management	Passed	449
	12	Montréal Enforcement-File Management	Passed	513
2018				962
2019	1	Montréal Enforcement-File Management	Passed	605
	2	Montréal Enforcement-File Management	Passed	297
	3	Montréal Enforcement-File Management	Passed	342
	4	Montréal Enforcement-File Management	Passed	496
	5	Montréal Enforcement-File Management	Passed	569
	6	Montréal Enforcement-File Management	Passed	557
	7	Montréal Enforcement-File Management	Passed	994
	8	Montréal Enforcement-File Management	Passed	940
2019				4 800
Summary				5 762

After the creation of the TRIPC - Montréal office

RFG Eligibility Decision Date - Year	RFG Eligibility Decision Date - Month	RFG Eligibility Assessment Office	RFG Eligibility Decision	RFG Claim Cohort Count
2019	9	QC-TRIPC	Eligible	781
	10	QC-TRIPC	Eligible	1 017
	11	QC-TRIPC	Eligible	803
	12	QC-TRIPC	Eligible	772
2019				3 373
2020	1	QC-TRIPC	Eligible	1 148
	2	QC-TRIPC	Eligible	717
	3	QC-TRIPC	Eligible	723
2020				2 588
Summary				5 961

Créé par: Marc Desjarlais, Agent régional aux programmes

Équipe de soutien aux opérations et services intégrées (ÉSOSI), Division des opérations du renseignement et de l'exécution de la loi, Région de Québec

Canada Border Services Agency / Agence des services frontaliers du Canada

- | | | |
|--|---|---|
| <input type="checkbox"/> EX level / niveau EX | <input type="checkbox"/> Multiple Employees / Plusieurs employés | SCI = Secondment In / détachement à l'intérieur |
| <input type="checkbox"/> Classified position / poste classifié | <input checked="" type="checkbox"/> Assignment - Secondment / affectation - détachement | SCO = Secondment Out / détachement à l'extérieur |
| <input type="checkbox"/> Not Classified / non classifié dans cette structure | ASI = Assignment In / affectation à l'intérieur | Obsolete = Will be de-activated once vacant / de-exclus |
| <input type="checkbox"/> Designated Position / poste désigné | ASO = Assignment Out / affectation à l'extérieur | Obsolète = sera désactivé une fois vacant / de-exclus |

Regional Director General, / CBSA, Quebec Region
Directeur général régional, Région du Québec, ASFC

Josée Deschamps Date: 2019-11-25
Josée Deschamps
Director - EIOD / Directrice - DELR

10028727 392185100
FBC057 FB-08
Assistant Dir, Enforcement & Intel. Ops
Dir adj. Ops exéc de la loi et renseignements
30362427
(S/A):
(A/I):
CBC/CBC Secret

10028727 392185100
FBC006 FB-05
Supervisor, Inland Enforcement
Supv Exéc de la loi pour serv intérieurs
30329776
(S/A):
(A/I):
BBB/BBB Secret/Serète

10028727 392185100
FBC006 FB-05
Supervisor, Inland Enforcement
Supv Exéc de la loi pour serv intérieurs
30329777
(S/A):
(A/I):
BBB/BBB Secret/Serète

10028727 392185100
FBC006 FB-05
Supervisor, Inland Enforcement
Supv Exéc de la loi pour serv intérieurs
30329778
(S/A):
(A/I):
BBB/BBB Secret/Serète

10028727 392185100
FBC006 FB-05
Supervisor, Inland Enforcement
Supv Exéc de la loi pour serv intérieurs
30329780
(S/A):
(A/I):
BBB/BBB Secret/Serète

10028727 392185100
FBC006 FB-05
Supervisor, Inland Enforcement
Supv Exéc de la loi pour serv intérieurs
30329550
(S/A):
(A/I):
BBB/BBB Secret/Serète

10028727 392185100
FBC006 FB-05
Supervisor, Inland Enforcement
Supv Exéc de la loi pour serv intérieurs
30329779
(S/A):
(A/I):
BBB/BBB Secret/Serète

Canada Border Services Agency / Agence des services frontaliers du Canada

<input type="checkbox"/> EX level / niveau EX	<input type="checkbox"/> Multiple Employers / Plusieurs employeurs	SGI = Secondment in / détachement à l'intérieur
<input type="checkbox"/> Classified position / poste classifié	<input type="checkbox"/> Assignment - Secondment / affectation - détachement	SGO = Secondment Out / détachement à l'extérieur
<input type="checkbox"/> Not Classified / non classifié dans cette structure	ASI = Assignment in / affectation à l'intérieur	Obsolete = VUI de ré-activé once vacant / de-ré-activé
<input type="checkbox"/> Designated Position / poste désigné	ASO = Assignment Out / affectation à l'extérieur	Obsolete = sera désactivé une fois vacant / de-

10028727	392185100
FBC006	FB-05
Supervisor, Inland Enforcement Supv Exéc de la loi pour serv intérieurs	
30329550	
(S/A):	
(A/I):	
BBB/BBB	Secret/Serête

10028727	392185100	10028727	392185100	10028727	392185100	10028727	392185100	10028727	392185100	10028727	392185100
FBC013	FB-03	FBC013	FB-03	FBC013	FB-03	FBC013	FB-03	FBC013	FB-03	FBC013	FB-03
Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter		Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter		Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter		Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter		Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter		Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter	
30329782		30329783		30329784		30329785		30329786		30329787	
(S/A):		(S/A):		(S/A):		(S/A):		(S/A):		(S/A):	
(A/I):		(A/I):		(A/I):		(A/I):		(A/I):		(A/I):	
BBB/BBB		BBB/BBB		BBB/BBB		BBB/BBB		BBB/BBB		BBB/BBB	
Secret/Serête		Secret/Serête		Secret/Serête		Secret/Serête		Secret/Serête		Secret/Serête	

10028727	392185100	10028727	392185100	10028727	392185100	10028727	392185100
FBC013	FB-03	FBC013	FB-03	FBC013	FB-03	FBC013	FB-03
Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter		Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter		Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter		Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter	
30329788		30329789		30329790		30329791	
(S/A):		(S/A):		(S/A):		(S/A):	
(A/I):		(A/I):		(A/I):		(A/I):	
BBB/BBB		BBB/BBB		BBB/BBB		BBB/BBB	
Secret/Serête		Secret/Serête		Secret/Serête		Secret/Serête	

Canada Border Services Agency / Agence des services frontaliers du Canada

- ☐ EX level / niveau EX
☐ Classified position / poste classifié
☐ Not Classified / non classifié dans cette structure
☐ Designated Position / poste désigné
- ☒ Multiple Employees / Plusieurs employés
☒ Assignment - Secondment / affectation - détachement
 ASi = Assignment in / affectation à l'interno
 ASO = Assignment Out / affectation à l'externo
- SCL = Secondment in / détachement à l'interno
 SCO = Secondment Out / détachement à l'externo
 Obsolete = Will be de-activated once vacant / de-exclusé
 Obsolete = sera désactivé une fois vacant / de-exclusé

10028727 392185100
 FBC006 FB-05
 Supervisor, Inland Enforcement
 Supv Exéc de la loi pour serv interieurs
 30329779
 (S/A):
 (A/I):
 BBB/BBB Secret/Serête

10011076 392188200	10011076 392188200	10011076 392188200	10011076 392188200
CRC418 CR-0 C & I Services Assistant Adjoint(e), Services C & I 30329822 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC418 CR-04 C & I Services Assistant Adjoint(e), Services C & I 30329823 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC418 CR-04 C & I Services Assistant Adjoint(e), Services C & I 30329824 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC418 CR-0 C & I Services Assistant Adjoint(e), Services C & I 30329825 (S/A): (A/I): BBB/BBB Reliability/Fiabilité
10011076 392188200	10011076 392188200	10011076 392188200	10011076 392188200
CRC418 CR-04 C & I Services Assistant Adjoint(e), Services C & I 30329826 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC418 CR-04 C & I Services Assistant Adjoint(e), Services C & I 30329828 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC418 CR-04 C & I Services Assistant Adjoint(e), Services C & I 30329829 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC418 CR-04 C & I Services Assistant Adjoint(e), Services C & I 30329827 (S/A): (A/I): BBB/BBB Reliability/Fiabilité
10011076 392188200	10011076 392188200	10011076 392188200	10011076 392188200
CRC408 CR-05 Investigation Assistant Adjoint(e) aux investigations 30330902 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC408 CR-05 Investigation Assistant Adjoint(e) aux investigations 30332597 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC408 CR-05 Investigation Assistant Adjoint(e) aux investigations 30332598 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	CRC408 CR-05 Investigation Assistant Adjoint(e) aux investigations 30332599 (S/A): (A/I): BBB/BBB Reliability/Fiabilité
10011076 392188200	10028727 392185100	10028727 392185100	10028727 392185100
CRC408 CR-05 Investigation Assistant Adjoint(e) aux investigations 30332600 (S/A): (A/I): BBB/BBB Reliability/Fiabilité	FBC013 FB-03 Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter (S/A): (A/I): BBB/BBB Secret/Serête	FBC013 FB-03 Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter (S/A): (A/I): BBB/BBB Secret/Serête	FBC013 FB-03 Inland Enforcement Officer Agent(e) d'exécution loi pour serv inter (S/A): (A/I): BBB/BBB Secret/Serête

Rafraichi 2017-11-09 / Rafraichie

Re-Org Template										
Position Number 30000000	Job Abbr CAS # ex:2000...?	Title	Grp SubGrp ex:SP-0000	Org Unit ex:1000400 0	Cost Centre ex: 2020-200	Super Position Number	New Org Unit	New Cost Centre	New Super Position Number	Comments
NEW FB-08	FBC057	AD, Enforcement & Intel Ops	FB-08				10028727	392185100	30253885	CREATE NEW FB-08 to replace the FB-07s. CBC , Secret ,
30329549	FBC002	Chief of Operations	FB-07	10028727	392185100	30253885	N/A	N/A	N/A	DELIMIT POSITION
30329550	FBC006	Supervisor, Inland Enforcement	FB-05	10028727	392185100	30329549	N/A	N/A	NEW FB-08	
30329776	FBC006	Supervisor, Inland Enforcement	FB-05	10028727	392185100	30329549	N/A	N/A	NEW FB-08	
30329777	FBC006	Supervisor, Inland Enforcement	FB-05	10028727	392185100	30329549	N/A	N/A	NEW FB-08	
30329778	FBC006	Supervisor, Inland Enforcement	FB-05	10028727	392185100	30329549	N/A	N/A	NEW FB-08	
30329779	FBC006	Supervisor, Inland Enforcement	FB-05	10028727	392185100	30329549	N/A	N/A	NEW FB-08	
30329780	FBC006	Supervisor, Inland Enforcement	FB-05	10028727	392185100	30329549	N/A	N/A	NEW FB-08	
30328512	FBC002	Chief of Operations	FB-07	10028628	392120100	30061927	N/A	N/A	N/A	DELIMIT POSITION
30328498	FBC001	Superintendent	FB-05	10028628	392120100	30328512	10028727	392185100	NEW FB-08	
30328865	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328866	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328867	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328868	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328869	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328870	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328871	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328872	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328873	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328922	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328498	10028727	392185100	N/A	
30328499	FBC001	Superintendent	FB-05	10028628	392120100	30328512	10028727	392185100	NEW FB-08	
30328874	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328875	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328976	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328977	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328978	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328979	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328980	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328981	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328982	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328983	FBC012	Border Services Officer	FB-03	10028628	392120100	30328499	10028727	392185100	N/A	
30328500	FBC001	Superintendent	FB-05	10028628	392120100	30328512	10028727	392185100	NEW FB-08	
30328984	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328985	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328986	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328987	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328988	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328989	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328990	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328991	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328992	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30328993	FBC012	Border Services Officer	FB-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340187	SUC002	College	SU-02	10028628	392120100	30328500	10028727	392185100	N/A	
30340188	SUC002	College	SU-02	10028628	392120100	30328500	10028727	392185100	N/A	
30340145	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340147	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340148	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	

Position Number 30000000	Job Abbr CAS # ex:2000...?	Title	Grp SubGrp ex:SP-0000	Org Unit ex:1000400 0	Cost Cente ex: 2020-200	Super Position Number	New Org Unit	New Cost Centre	New Super Position Number	Comments
30340149	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340150	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340276	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340277	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340278	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340279	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340280	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340281	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340282	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340283	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340284	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340285	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340286	SUC003	University Undergrad	SU-03	10028628	392120100	30328500	10028727	392185100	N/A	
30340287	SUC004	Masters	SU-04	10028628	392120100	30328500	10028727	392185100	N/A	
30340288	SUC004	Masters	SU-04	10028628	392120100	30328500	10028727	392185100	N/A	
30340289	SUC004	Masters	SU-04	10028628	392120100	30328500	10028727	392185100	N/A	
30340290	SUC004	Masters	SU-04	10028628	392120100	30328500	10028727	392185100	N/A	
30328726	FBC001	Superintendent	FB-05	10028628	392120100	30328512	10028727	392185100	NEW FB-08	
30342252	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328726	10028727	392185100	N/A	
30342253	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328726	10028727	392185100	N/A	
30342331	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328726	10028727	392185100	N/A	
30342332	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328726	10028727	392185100	N/A	
30342333	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328726	10028727	392185100	N/A	
30342334	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328726	10028727	392185100	N/A	
30328727	FBC001	Superintendent	FB-05	10028628	392120100	30328512	10028727	392185100	NEW FB-08	
30342341	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328727	10028727	392185100	N/A	
30342342	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328727	10028727	392185100	N/A	
30342343	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328727	10028727	392185100	N/A	
30342344	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328727	10028727	392185100	N/A	
30342345	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328727	10028727	392185100	N/A	
30328728	FBC001	Superintendent	FB-05	10028628	392120100	30328512	10028727	392185100	NEW FB-08	
30342457	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328728	10028727	392185100	N/A	
30342458	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328728	10028727	392185100	N/A	
30342459	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328728	10028727	392185100	N/A	
30342460	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328728	10028727	392185100	N/A	
30342461	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328728	10028727	392185100	N/A	
30328729	FBC001	Superintendent	FB-05	10028628	392120100	30328512	10028727	392185100	NEW FB-08	
30342554	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328729	10028727	392185100	N/A	
30342555	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328729	10028727	392185100	N/A	
30342556	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328729	10028727	392185100	N/A	
30342557	CRC434	Senior Customs Operations Clerk	CR-04	10028628	392120100	30328729	10028727	392185100	N/A	

Here is information I have been able to obtain. Responses are in RED.

- 1. How many asylum requests/claims (creation and operation) of the Temporary Refugee Intake/Influx Processing Centres (TRIPCs) were submitted for the following regions: Vancouver, Toronto and Montreal. I would like the period from November 2018 to March 2020 and also classified per year/month for each Region.**

As per the National Case Management System, GTA TRIPC received 2974 claimants during the time period of November 1, 2018 to March 31, 2020. I do not have access to the statistical data contained within Cognos/GCMS

- 2- From these reports extracted, how many of these cases were referred to Immigration Refugee Board (IRB)**

As per the National Case Management System, 2437 of these claimants had their cases referred to the Immigration and Refugee Board. I do not have access to the statistical data contained within Cognos/GCMS.

- 3- Any business cases and/or Treasury Board submissions (or similar) of the Temporary Refugee Intake/Influx Processing Centres (TRIPCs) in Vancouver, Toronto and Montreal. [I am hoping to identify how and why the TRIPCs were established (within CBSA) instead of continuing to process the entirety of refugee claims at ports of entry.]**

NIL response for me. I do not have any of this information

- 4- Organizational structure of the Temporary Refugee Intake/Influx Processing Centres (TRIPCs) in Vancouver, Toronto and Montreal. (i.e. allocation and number of BSOs, number of Superintendents, number of administration staff; TRIPCs reporting Structure/hierarchy). [Note, I do not require names nor the persons occupying these positions but am simply trying to understand their overall operational structure.]**

GTA TRIPC Structure as of 14 Sep 2020

0.5 Supervisor (Supervisor is split between TRIPC and MDR)
8 Hearings Advisors
0.4 General Support Clerk (works 2 out of 5 days)
0.4 Student General Support Clerk (works 2 out of 5 business days)

Best Regards,

Stefan Behrue

Inland Enforcement Supervisor, Intelligence and Enforcement Branch
Canada Border Services Agency / Government of Canada
Stefan.Behrue@cbsa-asfc.gc.ca / Tel: 905-676-5459 / TTY: 1-866-335-3237



Agence des services
frontaliers du Canada

Canada Border
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Document annexe A

Énoncé des besoins préliminaires pour
le Centre de traitement urbain (CTU)
des demandeurs d'asile,
ASFC, région du Québec

Version préliminaire présentée à
SPAC, pour stratégie en
remplacement des locaux actuellement
utilisés au 715 Peel (fin de bail au 31
mars 2018)

3 novembre 2017



PROTECTION • SERVICE • INTÉGRITÉ

Canada

Contexte

. Les récents
aménagements effectués en août 2017, au 2^e et au 4^e étage du 715 Peel, et au niveau du garage, rencontrent les besoins de l'ASFC, mais l'utilisation initialement projetée par SPAC pour ces locaux (dans le cadre de divers projets de réaménagement de ministères-clients, et le projet de maçonnerie/enveloppe de l'immeuble) oblige l'ASFC à quitter ces espaces le 31 mars 2018.

Risques

Données factuelles

Nombre d'employés : 60 ETP (47 CTU + 3 SCI + 10 Unité de Triage)

Superficie globale : (actuellement 4^{ème} étage du 715 Peel seulement, sans les salles d'entrevues et autres salles de détention, armement, vestiaires des autres étages, etc. représente 712 m²).

Heures d'opération : 7h00 à 24h00, mais un accès 24/7 est demandé.

Accessibilité et stationnement

Localisation : centre-ville de Montréal ou sur ligne de métro du Grand Montréal, sans correspondance (la clientèle s'y déplacera principalement en transport en commun)

Les agents s'y déplaceront en transport en commun et/ou véhicules personnels.

Stationnement sécurisé pour les employés et pour 3 véhicules de l'Agence (2 pour le transport de détenus et 1 pour le transport des dossiers et autres besoins opérationnels).

Un espace distinct et isolé pour évacuer des détenus vers le centre de détention à partir d'un fourgon de l'ASFC.

Une accessibilité 24/7 pour les employés.

Besoin d'une entrée permettant un contrôle d'accès (carte d'accès) avec un bureau de gardien de sécurité à l'entrée principale.

1 salle d'attente pour environ 100 places assises (salles de bains non mixtes attenantes, sans besoin d'être escorté).

Espaces administratifs et opérationnels;

Zone contrôlée

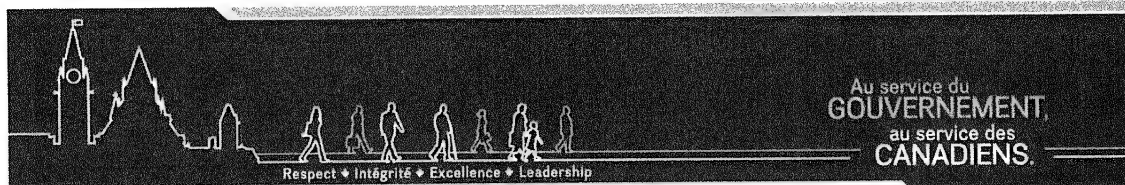
- 47 espaces de bureaux (1 chef, 4 gestion, 14 support clérical et 28 agents) – superficie globale comparable à celle présentement utilisée par le CTU au 715 Peel
- 20 salles d'entrevues, dont 4 fermées (murs) et 16 à panneaux hauts (environ 10X10 chacune), accessible de façon direct et stérile à partir de la salle d'attente
- 2 salles d'entrevues à risque élevé (fermées) situées près des salles de prévention, accessible de façon direct et stérile à partir de la salle d'attente
- 2 salles de prévention avec du mobilier ancré au sol et porte qui s'ouvre de l'extérieur seulement, accessible de façon direct et stérile à partir des salles d'entrevue
- 1 salle de biométrie et photo (environ 10X10)
- 1 salle de préparation des pochettes et photocopies (environ 16X16) *seulement si la superficie de l'aire de bureau ne permet pas une aire ouverte assez grande pour inclure ces fonctions*
- 1 salle de rangement pour fournitures et papeterie avec étagères (environ 10X10)
- 1 salle d'archives pour archiver les dossiers pour 48 heures (environ 12X12)
- Toilettes exclusives au personnel (selon les normes)
- 1 aire de repos/cuisinette pour les employés
- 1 salle de vestiaires employés- agents hommes (25 casiers 24 po.)
- 1 salle de vestiaires employés- agents femmes (25 casiers 24 po.)
- 1 salle d'armement (35 armes) avec DASCO, baril de déchargement et table de nettoyage
- 1 salle de formation (20-30 personnes)
- 1 salle de réunion (6-8 personnes)
- 1 salle télécom (TI/téléphonie)

Hors de la zone contrôlée des opérations

- 1 bureau de sécurité pour la salle d'attente (dépendamment de la disposition des lieux – si la salle d'attente n'est pas à l'entrée principale)
- 1 salle pour les agents CSI (si Guarda est sur place)
- 1 aire de repos pour les interprètes (12 m2), à même la salle d'attente (par exemple, séparé par des panneaux et une porte) ou adjacent à la salle d'attente
- 1 aire de repos pour gardiens de sécurité (12 m2)

Équipements et mobilier (à réévaluer):

4 scanners; 2 photocopieurs multifonctions; 1 déchiqueteur; 7 classeurs sécuritaires; bureaux de travail, chaises, chaises visiteur pour salle d'attente et salles d'entrevue, ordinateurs avec 2 écrans par bureau pour le personnel présent.



QUESTIONNAIRE SUR LES BESOINS EN LOCAUX DU CLIENT (QBLC)

PARTIE A – COORDONNÉES

1. Représentant de Travaux publics et Services gouvernementaux Canada (TPSGC) Nom et titre :	Numéro de téléphone :	Courriel :
2. Représentant du ministère client Nom et titre : Charles Chénard, Directeur général, NRPAD	Numéro de téléphone : 343-291-5946	Courriel : Charles.Chenard@cbsa-asfc.gc.ca

PARTIE B – INFORMATION SUR LE MINISTÈRE CLIENT

3. Ministère ou organisme demandeur : ASFC	4. Direction générale ou direction : CTU (Centre de traitement urbain des demandeurs d'asile)
---	--

5. Type de demande du client	Brève explication de la demande :
<input type="checkbox"/> Nouveau programme <input checked="" type="checkbox"/> Expansion d'un programme <input type="checkbox"/> Renouvellement d'un programme existant	Le besoin au 2 ^{ème} étage pour le CTU est de 59 bureaux. De plus, nous voulons rajouter les 5 guichets disponibles dans la salle d'attente, et qui sont complètement vacants. Ceci toujours dans l'optique d'être capable de répondre à la hausse de la clientèle et de minimiser les durées de traitement.

6. Information sur l'occupation actuelle *La présente section doit être remplie seulement si la demande du client est liée au renouvellement d'un programme existant*

6. a) Numéro(s) de l'accord ou des accords d'occupation actuel(s) :	6. b) Emplacement(s) actuel(s) – Adresse :
6. c) Les locaux répondent-ils à vos exigences? <input type="checkbox"/> Oui <input type="checkbox"/> Non	Sinon, veuillez préciser si des modifications ou des améliorations sont requises.

6. d) Les locaux actuels sont-ils occupés par des employés qui relèvent de Services partagés Canada ou comprennent-ils des locaux à usage particulier qui servent à assumer les fonctions de Services partagés Canada?
☐ Oui ☐ Non

Dans l'affirmative, veuillez indiquer le nombre d'employés du bureau (ÉTP et non ÉTP) qui relève de Services partagés Canada et/ou leur besoins en locaux à usage particulier à la section 7, *Effectifs planifiés*, et à la section 8, *Locaux à usage particulier*, respectivement.

Représentant de Services partagés Canada :

Nom et titre : Téléphone : Adresse électronique :

7. Effectifs planifiés

Effectifs (ÉTP et non-ÉTP) [Indiquer aussi le nombre d'employés de Services partagés Canada, s'il y a lieu]	Effectifs approuvés pour la date de début de l'occupation	Effectif prévu (croissance) à la mi- occupation	Total	Commentaires ou explications, le cas échéant : Préciser la répartition des emplois à temps partiel (nombre de mois/d'années), le nombre d'employés travaillant dans les locaux à bureaux et/ou le nombre d'employés occupant des locaux à usage particulier du ministère ou de l'organisme client et de Services partagés Canada, s'il y a lieu.
7. a) Effectif total pour les locaux à bureaux	59	10	69	
7. b) Effectif total pour les locaux à usage particulier	59	10	69	

8. Locaux à usage particulier (exclus de l'allocation de locaux de soutien comprise dans les Normes d'aménagement du gouvernement du Canada relatives à l'Initiative Milleu de travail 2.0)

Remarque : Inscrire les besoins en locaux à usage particulier ci-dessous pour exécuter les fonctions du ministère ou de l'organisme client et de Services partagés Canada, s'il y a lieu, et fournir une justification distincte pour chacun.	<input type="checkbox"/> Cocher la case si la liste est fournie en pièce jointe
---	---

Type de locaux à usage particulier	Effectifs (n ^{bre})	Superficie en m ² ut	Description de la fonction particulière (prendre en considération l'utilisateur des locaux et la façon dont l'espace est utilisé)
Choisir l'un des éléments suivants : ▼			15 salles d'entrevues déjà dans notre accord d'occupation qui devraient être démenagées près de nos nouveaux bureaux ainsi que les 2 salles d'entrevues fermées
Choisir l'un des éléments suivants : ▼			5 guichets supplémentaires donnant à la salle d'attente

QUESTIONNAIRE SUR LES BESOINS EN LOCAUX DU CLIENT (QBLC)

Choisir l'un des éléments suivants : ▼			
9. Durée souhaitée de l'occupation <i>Indiquer la durée souhaitée de l'occupation</i>			
9. a) Date planifiée du début de l'occupation : 01 mai 2018 (le plus tôt possible)		9. b) Durée de l'occupation : • Durée de l'occupation: <u>1</u> années <u> </u> mois • Option(s) : <u>1*</u> années <u> </u> mois	
9. c) Commentaires : *4 options de 3 mois			
10. Heures d'ouverture			
10. a) Heures d'ouverture ou d'occupation habituelles		<input checked="" type="checkbox"/> Lun.-ven. (de 7h à 18h) <input type="checkbox"/> 24/7 <input type="checkbox"/> De : <u> </u> à : <u> </u>	
10. b) Travailleurs de quarts <input checked="" type="checkbox"/> Oui <input type="checkbox"/> Non		Dans l'affirmative, préciser : de : 7 :00 à : 00:00	
10. c) Heures d'ouverture ou d'occupation prolongées		<input type="checkbox"/> Jamais <input checked="" type="checkbox"/> Régulièrement <input type="checkbox"/> À l'occasion <input type="checkbox"/> Autre - Préciser	
11. Limites géographiques <i>Établir l'emplacement et fournir une justification des restrictions géographiques, le cas échéant.</i>			
11. a) Ville : Montréal		11. b) Province : Québec	
11. c) Avez-vous des besoins particuliers et uniques relatifs aux programmes ou aux opérations qui pourraient restreindre davantage les limites géographiques (p. ex. des besoins liés aux services à la clientèle, à la sécurité [découlant des évaluations de la menace et des risques], aux lois ou à la connectivité)? Dans l'affirmative, veuillez préciser ces besoins et fournir une justification. Remarque : Les ministères locataires devront fournir une autorisation de la haute direction pour les limites géographiques restrictives. Accessibilité en transport en commun, au 715 Peel (entrée clientèle 1010 St-Antoine Ouest) où nous avons déjà une équipe CTU en place, ainsi que tous les locaux connexes aux opérations du CTU, conformes et sécuritaires (salle d'attente, salles d'entrevues, quartier de détention).			
12. Autres besoins liés à l'emplacement <i>Fournir une justification.</i>			
12. a) Les locaux demandés doivent-ils être sur le même étage, contigus ou encore limités à un nombre maximal d'étages?		<input checked="" type="checkbox"/> Oui <input type="checkbox"/> Non Dans l'affirmative, veuillez fournir une explication : Au deuxième étage (voir plan annexé)	
12. b) Le grand public devra-t-il avoir accès aux locaux durant les heures normales de travail?		<input checked="" type="checkbox"/> Oui <input type="checkbox"/> Non Dans l'affirmative, veuillez indiquer toute restriction touchant des étages : Comme présentement	
13. Besoins en matière de stationnement			
13. a) Besoins opérationnels minimaux :		Quantité	Commentaires et description (c.-à-d. besoins particuliers associés au site, sécurité, intérieur, extérieur, enceinte clôturée, etc.)
<input checked="" type="checkbox"/>	Parc de véhicules du gouvernement (État)	2	2 véhicules ministériels seront ajoutés à la flotte automobile du 715 Peel
<input checked="" type="checkbox"/>	Travailleurs de quarts (employés dont les heures de travail régulières sont en dehors de la période comprise entre 6 h et 18 h)	50%	
<input type="checkbox"/>	Visiteurs ou clients, là où les parcs commerciaux manquent ou sont inadéquats		
<input type="checkbox"/>	Les bureaux régionaux des ministres		
13. b) Besoins opérationnels supplémentaires (sujets à l'approbation du sous-ministre adjoint du ministère client ou de l'équivalent ainsi qu'au financement par le ministère client) :		Quantité	Commentaires et description (c.-à-d. besoins particuliers associés au site, sécurité, intérieur, extérieur, enceinte clôturée, etc.)
<input type="checkbox"/>	Personnes à mobilité réduite		
<input type="checkbox"/>	Autre		
13. c) Besoins spéciaux :		Quantité	Commentaires et description (c.-à-d. besoins particuliers associés au site, sécurité, intérieur, extérieur, enceinte clôturée, etc.)
<input type="checkbox"/>	Véhicules spéciaux du gouvernement (besoin d'un espace plus grand que normal ou places uniques)		
14. Besoins relatifs à l'immeuble de base et aux installations			
14. a) À quel moment les services de nettoyage sont nécessaires?		<input checked="" type="checkbox"/> Pendant les heures de travail <input type="checkbox"/> Après les heures de travail <input type="checkbox"/> Autre - Préciser :	
14. b) Faut-il avoir accès à un monte-charge?		<input checked="" type="checkbox"/> Oui <input type="checkbox"/> Non	Dans l'affirmative, quelle doit en être la capacité ? lb/kg Size?
14. c) Une capacité portante de plancher supplémentaire est-elle nécessaire en raison		<input type="checkbox"/> Oui <input checked="" type="checkbox"/> Non	Indiquer l'emplacement et la superficie en m ² :

QUESTIONNAIRE SUR LES BESOINS EN LOCAUX DU CLIENT (QBLC)

de l'équipement, des systèmes de classement ou de l'entreposage?		
14. d) Faut-il avoir accès à une plate-forme de chargement?	<input type="checkbox"/> Oui <input checked="" type="checkbox"/> Non	Dans l'affirmative, indiquer les exigences particulières (p. ex. accès par camion et rayon de braquage) :
14. e) Faut-il de l'espace pour des supports à bicyclette ou des places pour ces dernières?	<input type="checkbox"/> Oui <input checked="" type="checkbox"/> Non	Dans l'affirmative, indiquer le nombre de bicyclettes :
14. f) Un accès au toit pour des antennes ou des antennes paraboliques orientables est-il requis?	<input type="checkbox"/> Oui <input checked="" type="checkbox"/> Non	Dans l'affirmative, préciser :
14. g) Des marchandises dangereuses, comme des matières dangereuses, des armes, des produits chimiques, etc., seront-elles entreposées dans les locaux?	<input checked="" type="checkbox"/> Oui <input type="checkbox"/> Non	Dans l'affirmative, préciser : Armes à feu
14. h) Y a-t-il des besoins spécialisés en mécanique? (p. ex. génératrice ou chauffage/ventilation/ conditionnement d'air)	<input checked="" type="checkbox"/> Oui <input type="checkbox"/> Non	Dans l'affirmative, préciser : Système de génératrice d'urgence en terme de sécurité des accès et incendie
14. i) Y a-t-il des besoins spécialisés en électricité? (p. ex. système d'éclairage)	<input type="checkbox"/> Oui <input checked="" type="checkbox"/> Non	Dans l'affirmative, préciser :
14. j) Y a-t-il des besoins particuliers en technologie de l'information, câblage ou téléphonie qui pourraient avoir une incidence sur le choix de l'emplacement des locaux ou du site?	<input type="checkbox"/> Oui <input checked="" type="checkbox"/> Non	Dans l'affirmative, préciser :
14. k) Y a-t-il des besoins particuliers en matière d'affichage (p. ex. façade de l'immeuble)?	<input type="checkbox"/> Oui <input checked="" type="checkbox"/> Non	Dans l'affirmative, préciser :
14. l) Besoins supplémentaires :		
15. Exigences relatives à la sécurité		
15. a) Quelle est la cote de sécurité exigée pour les experts-conseils et les entrepreneurs?	<input checked="" type="checkbox"/> Fiabilité <input type="checkbox"/> Confidentiel <input type="checkbox"/> Secret <input type="checkbox"/> Très secret	
15. b) Quelle est la cote de sécurité exigée pour les responsables de l'entretien ménager?	<input checked="" type="checkbox"/> Fiabilité <input type="checkbox"/> Confidentiel <input type="checkbox"/> Secret <input type="checkbox"/> Très secret	
15. c) La Liste de vérification des exigences relatives à la sécurité (formulaire TBS/SCT 350-103) a-t-elle été dûment remplie, signée et envoyée à TPSGC par le responsable de la sécurité du ministère ou de l'organisme demandeur?	<input type="checkbox"/> Oui <input checked="" type="checkbox"/> Non	
15. d) La cote de sécurité fournie par la Direction de la sécurité industrielle canadienne de TPSGC sera-t-elle appropriée? Si non, fournir des explications à la case 19, <i>Commentaires supplémentaires ou autres besoins particuliers</i> .	<input checked="" type="checkbox"/> Oui <input type="checkbox"/> Non	
15. e) Information et explications supplémentaires ou ajout de documents à l'appui en pièce jointe (p. ex. une évaluation de la menace et des risques est-elle requise?) :		
15. f) Indiquer les <u>besoins particuliers en matière de sécurité</u> associés aux locaux, notamment ceux qui pourraient avoir une incidence sur l'immeuble de base (p. ex. systèmes d'alarme ou de sécurité, écrans de contrôle, détecteurs de mouvement, aménagement amélioré, questions de co-occupation, salles de bain supplémentaires, services de commissionnaire). A confirmer avec la sécurité régional mais a priori le tout à déjà été vérifier, comme nous avons déjà des bureaux à cette endroit		
16. Source de financement Joindre tout document à l'appui		
16. a) Indiquer la source de financement pour l'aménagement et le loyer associés au projet (p. ex. approbation du Conseil du Trésor, enveloppe d'espace [aire inoccupée] et cadre de contrôle de l'expansion) : Dossier national des demandeurs d'asile		
16. b) Confirmer que le financement du client est disponible dans le cadre du projet, plus précisément en ce qui concerne les éléments financés par le client (p. ex. éléments d'aménagement non conformes approuvés, mobilier, technologie de l'information, besoins accrus du client, services supplémentaires) :	<input checked="" type="checkbox"/> Oui <input type="checkbox"/> Non	

PARTIE C – RENSEIGNEMENTS SUPPLÉMENTAIRES

17. Milieu de travail 2.0

- a) ☐ Veuillez cocher cette case si vous désirez obtenir des renseignements sur le Milieu de travail 2.0, l'initiative pangouvernementale visant à renouveler le milieu de travail de la fonction publique fédérale. Ces renseignements vous aideront à trouver des solutions qui vous permettront d'accroître l'efficacité de votre milieu de travail ainsi que de mieux préparer vos employés aux locaux à bureaux modernes qu'ils occuperont.
- b) Quel niveau d'accréditation viserez-vous dans le cadre de ce projet relatif aux locaux?
☐ Bronze ☐ Argent ☐ Or ☒ Aucun

18. Guide Projets de locaux 101

QUESTIONNAIRE SUR LES BESOINS EN LOCAUX DU CLIENT (QBLC)

Le guide *Projets de locaux 101* est mis à la disposition de tous les ministères gouvernementaux sur . Il s'agit d'un outil qui détaille les processus relatifs aux projets de locaux de TPSGC dans le but d'orienter les clients du début à la fin et de s'assurer qu'ils comprennent comment ils peuvent obtenir le meilleur rapport qualité-prix pour l'État dans le cadre de ces projets.

19. Commentaires supplémentaires ou autres besoins particuliers

PARTIE D – SIGNATAIRES AUTORISÉS

20. Représentant du ministère client Nom (en caractères d'imprimerie) : Charles Chenard	21. Représentant de TPSGC Nom (en caractères d'imprimerie) :
Titre : Directeur général, NRPA	Titre :
Date : <i>April 30, 2018</i>	Date :
Signature : <i>Charles Chenard</i>	Signature :

22. SUIVI DES RÉVISIONS DU QUESTIONNAIRE

Numéro de suivi	Description de la révision	Date (année – mois – jour)

Mulder, Rebecca

From: Sidhu, Sonia on behalf of MacVicar, Roslyn
Sent: January 15, 2020 02:04 PM
To: Chayeski, Joseph; Gray, Yvette-Monique; Lebrun, Yvette; Zelenika, Mark
Cc: Patel, Nina; Chang, Maggie; Redmond, Linell; Lee, DavidK; Valentine, Brad; Pejkoivic, Tony; Richardson, Adam; Sidhu, Sonia; Ali, Yasifa
Subject: 1611 Move - Update

Hi Everyone –

We have received official signed approval of our business case for the move of the Pacific Region Processing Center (PRPC) to 1611 Main St.!

With this and subsequent transition to the second floor, we realized that was a need for an Operational Building Lead to work collaboratively on this project with all of the Directors, those affected by the move, and Real Property.

We are excited that a/Supt. Maggie Chang has agreed to take on this assignment and for those of you that don't know her, here is a brief bio:

Please join us in welcoming Maggie into this role and we look forward to the end state.



RS 19-03608 - VP PAC - Asylum
 IE approved.... Seeker Site Relo...

Roslyn H. MacVicar

Regional Director General, Pacific Region
 Canada Border Services Agency / Government of Canada
Roslyn.MacVicar@cbsa-asfc.gc.ca / Tel: 604-666-0760 /
 TTY: 866-335-3237

Directrice générale régionale, région du pacifique
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 du Canada
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Nina Patel

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 Cell. : / ATS: 866-335-3237

PPC-TRIPC STATS (As of April 12, 2019)

Total # of claimants to date: **238**

BtP	118
VIA	64
Walk-In	1
Abby	2
Douglas	22
Marine	2
Pacific Hwy	24
Comm Ops	3
EID	1

No Shows – Warrant Issued/Transferred to Calgary/TO office

BtP	6	Venezuela, India
VIA	6	India, Mexico and Pakistan

Withdrew Claim

VIA	1	Mexico
-----	---	--------

Ineligible Claim

Pac Hwy	1	Iraq	Already deemed as convention refugee
---------	---	------	--------------------------------------

Arrests – by IEO – ID concerns

BtP	1	Afghanistan
BtP	1	Turkey

PPC-TRIPC STATS (As of April 24, 2019)

Total # of claimants to date: **279**

BtP	133
VIA	89
Walk-In	2
Abby	2
Douglas	22
Marine	2
Pacific Hwy	25
Comm Ops	3
EID	1

No Shows – Warrant Issued/Transferred to Calgary/TO office

BtP	6	Venezuela, India
VIA	6	India, Mexico and Pakistan

Withdrew Claim

VIA	1	Mexico
-----	---	--------

Ineligible Claim

Pac Hwy	1	Iraq	Already deemed as convention refugee
---------	---	------	--------------------------------------

PPC-TRIPC STATS (As of February 28, 2019)

Total # of claimants to date: **155**

VIA	46
PAC	10
Abby	2
BtP	79
Douglas	12
Marine	2
Pacific Hwy	11
Comm Ops	3

BtP through Abbotsford area

Date crossed		COB	Crossed at
February 7, 2019		Lebanon	
February 14, 2019		Jordan	Le Feure Rd

No Shows – Warrant Issued

BtP	1	Venezuela
VIA	5	India, Mexico and Pakistan

Withdrew Claim

VIA	1	Mexico
-----	---	--------

Ineligible Claim

Pac Hwy	1	Iraq	Already deemed as convention refugee
---------	---	------	--------------------------------------

Arrests – by IEO – ID concerns

BtP	1	Afghanistan
BtP	1	Turkey



Canada Border
Services Agency

Agence des services
frontaliers du Canada



Checklist & Guidelines to Quality Assurance at Intake and Risk Assessment of Referrals

Pacific Region Processing
Centre -
Temporary Refugee Intake
Processing Centre
(PRPC-TRIPC)

A/Superintendent Maggie Chang

October 2019

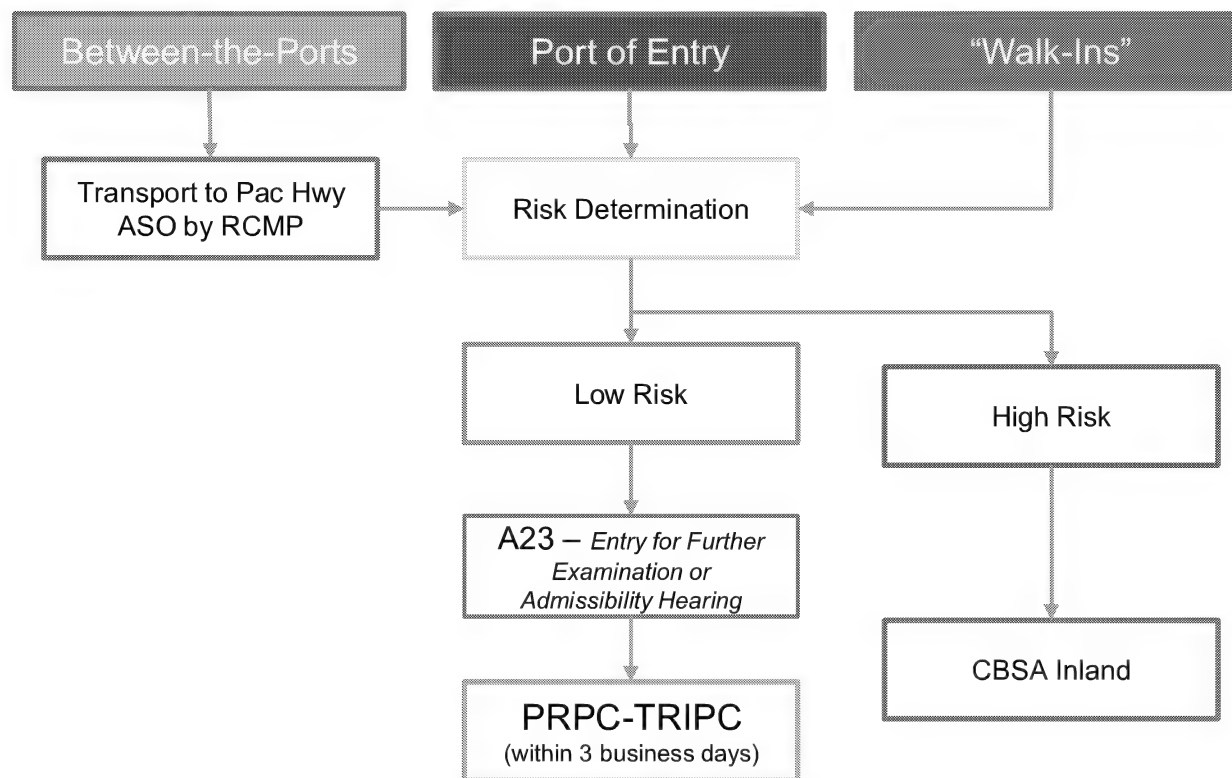


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Pacific Region Refugee Process





PRPC-TRIPC

Metro Vancouver District – Traveller Operations



Date of Inception:
November 2018

Current Location:
1166 West Pender St,
Vancouver

Chief of Operations:
A/Chief Jackie Tse





Why was PRPC-TRIPC created?

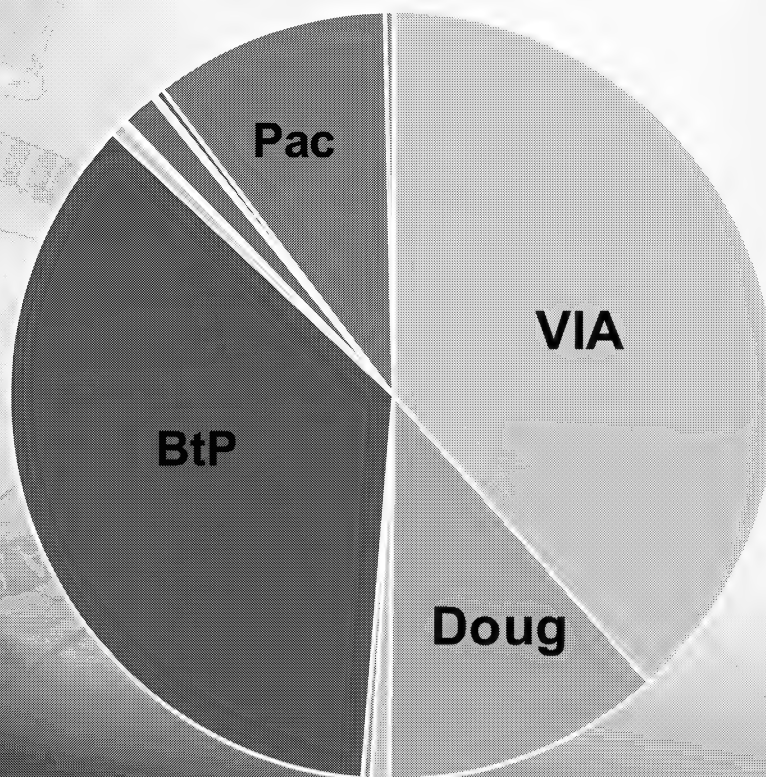
- Contingency plan for large influx of claimants
- Streamline the refugee process for the Pacific Region
- Assist in alleviating frontline operational pressures



PRPC-TRIPC Statistics

- Approximately 590+ claimants processed since November 2018.

Total # of Claimants since Nov 2018



- VIA
- Douglas POE
- Abbotsford POE
- Aldergrove POE
- Between Ports (BtP)
- Commercial
- CSO
- Out of Province*
- EID
- Marine
- PAC-HWY POE
- PRPC Walk-Ins



OBJECTIVE

The checklist and guideline was created to assist Canada Border Services Agency (CBSA) Border Services Officers (BSO), Superintendents, Managers and Chiefs in making appropriate referrals to the Pacific Region Processing Centre – Temporary Refugee Intake Processing Centre (PRPC - TRIPC).



Pacific Region Processing Centre Referral Checklist

Principal Applicant (PA) UCI #: _____ PRPC – TRIPC Date: _____

PA Family Name: _____ PA Given Name: _____

UCI # of ALL accompanying Family Members: _____

All boxes must be checked to indicate the review of each factor is complete. All referrals to PRPC must include this signed checklist with the file. For more details, please refer to the guidelines to the corresponding sections.

- ☐ (A) Claimant's identity has been established
- ☐ (B) Claimant does not fall under any ineligibility sections in A101 & A101(2)
- ☐ (C) No A34-37 inadmissible grounds
- ☐ (D) Will appear at PRPC – TRIPC as per A23 Entry for Furtherance of Examination (BSP536)
- ☐ (E) Has been compliant with initial intake/streaming process
- ☐ (F) All Other Special Circumstances considered (i.e. Humanitarian & Compassionate grounds; mental health)
- ☐ (G) Visual Health Check completed with no concerns
 - ☐ Is an interpreter required? (circle) YES NO
- ☐ Complete Preliminary Risk Assessment Screening (PRAS) for file
- ☐ (H) Other CBSA units engaged? Yes / No Which unit? _____
- ☐ (I) Other OGD engaged? Yes / No Which unit? _____
- ☐ (J) GCMS portion complete
- ☐ (K) Biometrics collected and results reviewed and added to file for all applicants 14+
- ☐ (L) ALL identity documents seized on Notice of Seizure of Travel/Or Identity Documents (BSP690)
- ☐ (M) Provide Entry for Furtherance of Examination to PRPC – TRIPC and provide all necessary documents
 - ☐ Book interview via Scheduling Tool in Wiki (Within 3 business days at 08:30AM)
- ☐ (N) Email PRPC – TRIPC using designated email template
- ☐ (O) File forwarded to PRPC – TRIPC (includes all seized documents)

Border Services Officer (Print Name)

Superintendent (Print Name)

Border Services Officer (Signature)

Superintendent (Signature)

Port of Entry / Location of PRAS

13/06/2019/September 4, 2019

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Risk Assessment Factors

A – Claimant's identity has been established.





Risk Assessment Factors

B – Claimant does not fall under any ineligibility sections in A101 & A101(2).

A101(c.1)





Risk Assessment Factors

C – No A34-37 inadmissible grounds.





Risk Assessment Factors

D – Will appear at PRPC-TRIPC as per A23
Entry for Furtherance of Examination.





Risk Assessment Factors

E – Has been compliant with the initial intake / streaming process.





Risk Assessment Factors

F – All other Special Circumstances –
Human and Compassionate grounds.





Risk Assessment Factors

G – Visual Health Check





Risk Assessment Factors

H / I – Other CBSA units engaged?
 Other OGD engaged?

EID Sections

Criminal
Investigations



Intelligence



Hearings & Detentions



Investigations &
Removals



Divisional Support





Risk Assessment Factors

J – GCMS portion complete – causes delays if not accurately completed.

Group: []

Search IMM Activities IMM Clients Events Correspondence **Groups** File Management Biometrics LMIA Exempt Home User Preferences

IMM CIT

Group [Menu] +New Query

Group #:* [] Status:* In Progress

Name: [] Responsible Office:* []

Type:* REF-CLM - Fat Create Date:* 2013/10/16 12:20

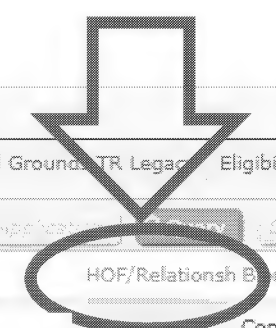
Other Type Description: [] Search Pending: ☐

Applications Parties Organizations & Entities Clients

Application List Outgoing Correspondence Incoming Correspondence Document Issuance Refusal Grounds Refusal Grounds TR Legacy Eligibility

Applications & Cases [Menu] +Add Remove Add Application Note Go To Search Reports Application Query

VIT34	VIT35	VIT37	Screening	Med	UCI	PA's Name	HOF/Relationsh B...	Comp
			<input checked="" type="checkbox"/>					Comp
								Comp
								Comp
								Requ





Risk Assessment Factors

K – Biometrics collected and results reviewed and added to file for all applicants 14+.





Risk Assessment Factors

L – ALL identity documents seized on Notice of Seizure BSF698
(includes documents in foreign language)





Risk Assessment Factors

M – Provide A23 Entry for Furtherance of Examination to PRPC-TRIPC.

N – Email PRPC-TRIPC using the designated email template.



Risk Assessment Factors

O – File forwarded to PRPC-TRIPC (includes all seized ID)

Option 1 – Internal Courier

PRPC-TRIPC

[Redacted]

Vancouver

Option 2 – External courier (Purolator)

CBSA/PRPC-TRIPC

[Redacted]

Vancouver, BC, [Redacted]

[Redacted]



Enforcement & Intelligence Division Role

If PRIES have been initially engaged at the POE for “high-risk” concerns (A34-A37) and risk/concerns have been mitigated, advise PRPC-TRIPC – via email template and notate in the “Any Additional Information” section (See below).

Any additional information:	PRIES engaged – No outstanding concerns/investigations. Please see follow up email in PRPC inbox for details.
-----------------------------	---

****** If contact with PRIES was made, but not specifically with someone in the National Security Unit, indicate in the “Any Additional Information” section who was spoken to (NSU request)



Enforcement & Intelligence Division Role

If POE have made a determination that claimant(s) are “low-risk” and have made contact with other CBSA units, in a separate follow-up email, include:

- CBSA Unit (e.g. National Security Unit of PRIES, International Network Sections/Liaison Officers)
- Name(s) of contact
- Risks that have been mitigated



Questions?



PRPC-TRIPC Contact

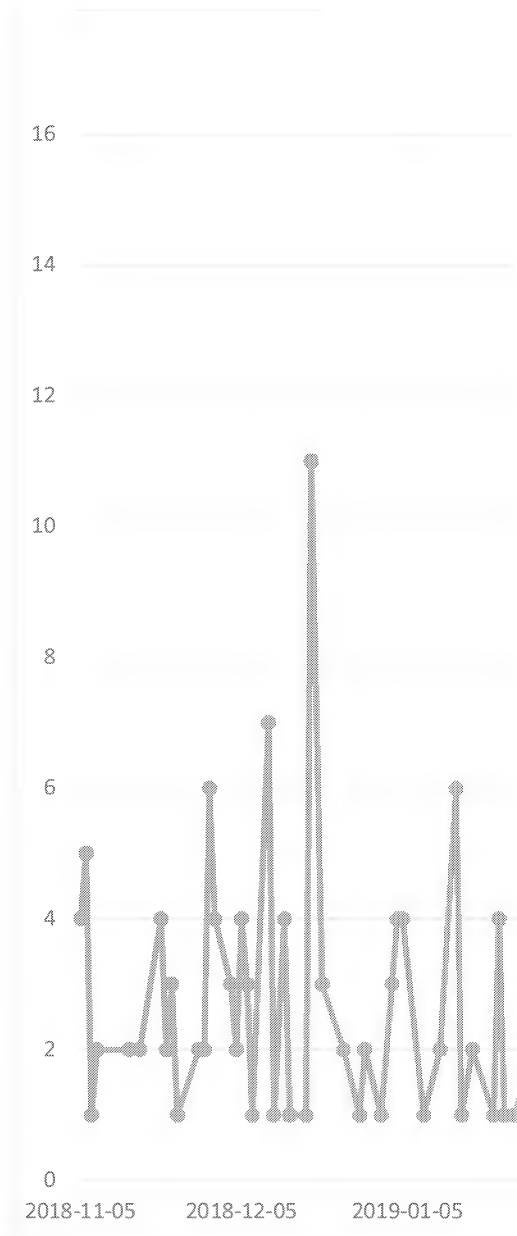
Monday to Friday 8:00am - 4:00pm

- PRPC – TRIPC reception at
- PRPC – TRIPC inbox at

PRIES Contact

- Phone: 604-666-8355 (08:00-16:00)
- PAC-CBSA, EID ISU inbox at

Dates	Number of Claimants
2018-11-05	4
2018-11-06	5
2018-11-07	1
2018-11-08	2
2018-11-14	2
2018-11-16	2
2018-11-20	4
2018-11-21	2
2018-11-22	3
2018-11-23	1
2018-11-27	2
2018-11-28	2
2018-11-29	6
2018-11-30	4
2018-12-03	3
2018-12-04	2
2018-12-05	4
2018-12-06	3
2018-12-07	1
2018-12-10	7
2018-12-11	1
2018-12-13	4
2018-12-14	1
2018-12-17	1
2018-12-18	11
2018-12-20	3
2018-12-24	2
2018-12-27	1
2018-12-28	2
2018-12-31	1
2019-01-02	3
2019-01-03	4
2019-01-04	4
2019-01-08	1
2019-01-11	2
2019-01-14	6
2019-01-15	1
2019-01-17	2
2019-01-21	1
2019-01-22	4
2019-01-23	1
2019-01-25	1
2019-01-28	2
2019-02-01	2
2019-02-04	1



2019-02-05	1
2019-02-06	3
2019-02-08	14
2019-02-11	1
2019-02-12	1
2019-02-14	1
2019-02-18	4
2019-02-19	3
2019-02-20	1
2019-02-21	1
2019-02-22	1
2019-02-26	1
2019-03-01	1
2019-03-04	3
2019-03-05	5
2019-03-06	3
2019-03-07	4
2019-03-08	1
2019-03-11	4
2019-03-12	7
2019-03-13	4
2019-03-14	1
2019-03-15	1
2019-03-19	6
2019-03-20	4
2019-03-21	6
2019-03-22	1
2019-03-25	9
2019-03-27	1
2019-03-28	1
2019-04-03	4
2019-04-04	2
2019-04-05	2
2019-04-08	2
2019-04-09	1
2019-04-10	1
2019-04-11	5
2019-04-12	5
2019-04-16	1
2019-04-17	8
2019-04-18	1
2019-04-23	12
2019-04-24	6
2019-04-25	10
2019-04-26	3
2019-04-29	4

2019-05-02	1
2019-05-03	2
2019-05-06	1
2019-05-07	6
2019-05-08	5
2019-05-09	3
2019-05-10	6
2019-05-13	2
2019-05-14	3
2019-05-15	2
2019-05-16	5
2019-05-21	1
2019-05-22	2
2019-05-27	2
2019-05-28	3
2019-06-03	5
2019-06-05	2
2019-06-06	1
2019-06-07	1
2019-06-10	4
2019-06-11	2
2019-06-12	6
2019-06-14	1
2019-06-17	4
2019-06-18	3
2019-06-19	1
2019-06-21	3
2019-06-25	3
2019-06-26	1
2019-06-27	2
2019-06-28	3
2019-07-02	1
2019-07-03	3
2019-07-04	4
2019-07-05	7
2019-07-08	5
2019-07-09	3
2019-07-10	2
2019-07-11	1
2019-07-15	2
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2019-07-19	5
2019-07-22	1
2019-07-23	10
2019-07-24	1
2019-07-25	3

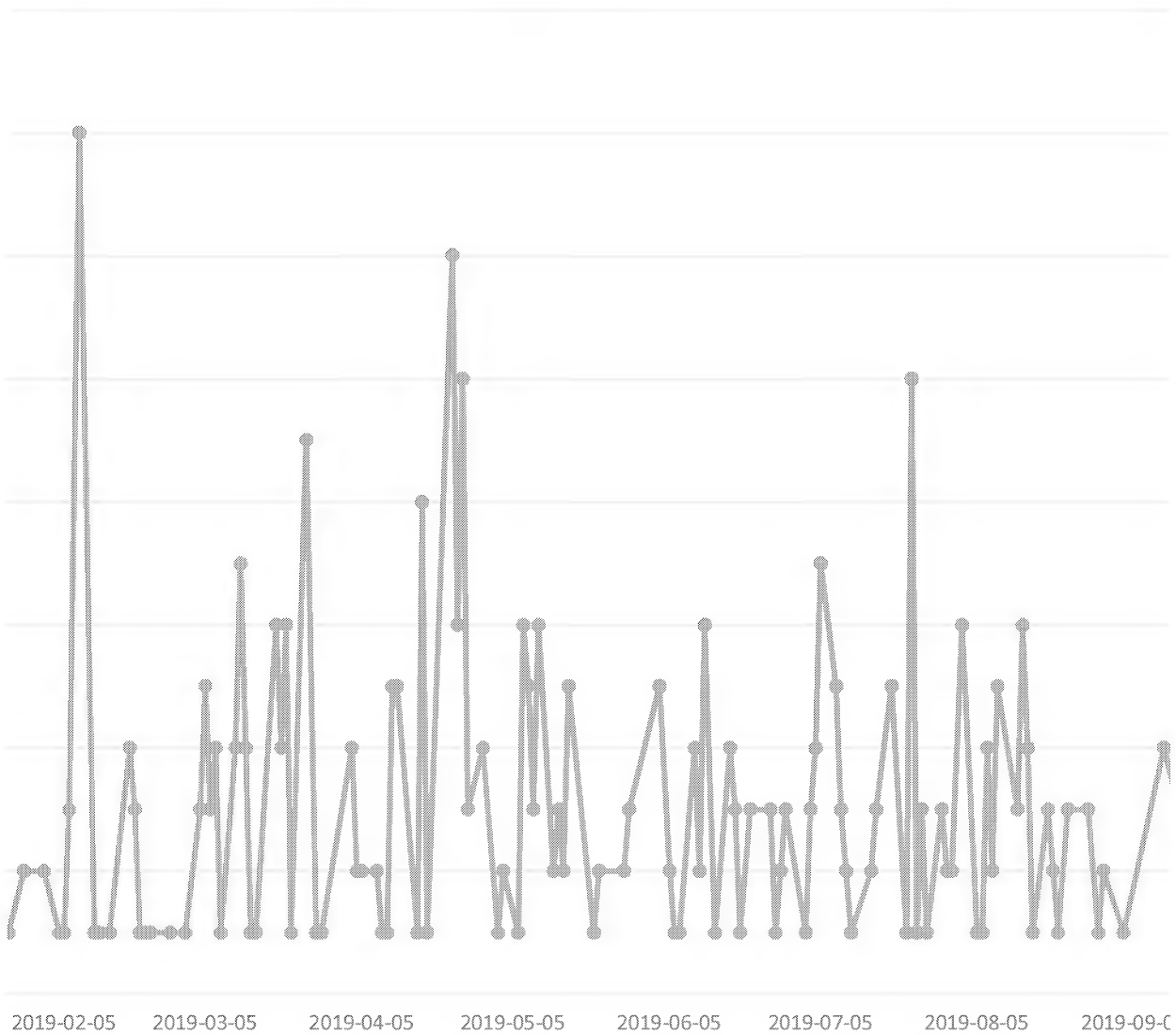
2019-07-26	1
2019-07-29	3
2019-07-30	2
2019-07-31	2
2019-08-02	6
2019-08-05	1
2019-08-06	1
2019-08-07	4
2019-08-08	2
2019-08-09	5
2019-08-13	3
2019-08-14	6
2019-08-15	4
2019-08-16	1
2019-08-19	3
2019-08-20	2
2019-08-21	1
2019-08-23	3
2019-08-27	3
2019-08-29	1
2019-08-30	2
2019-09-03	1
2019-09-11	4
2019-09-17	2
2019-09-18	4
2019-09-19	4
2019-09-20	4
2019-09-23	6
2019-09-24	3
2019-09-25	3
2019-09-26	2
2019-09-27	9
2019-09-30	3
2019-10-01	6
2019-10-02	4
2019-10-03	6
2019-10-04	3
2019-10-08	4
2019-10-09	12
2019-10-10	4
2019-10-17	3
2019-10-18	4
2019-10-21	1
2019-10-22	5
2019-10-24	2
2019-10-25	4

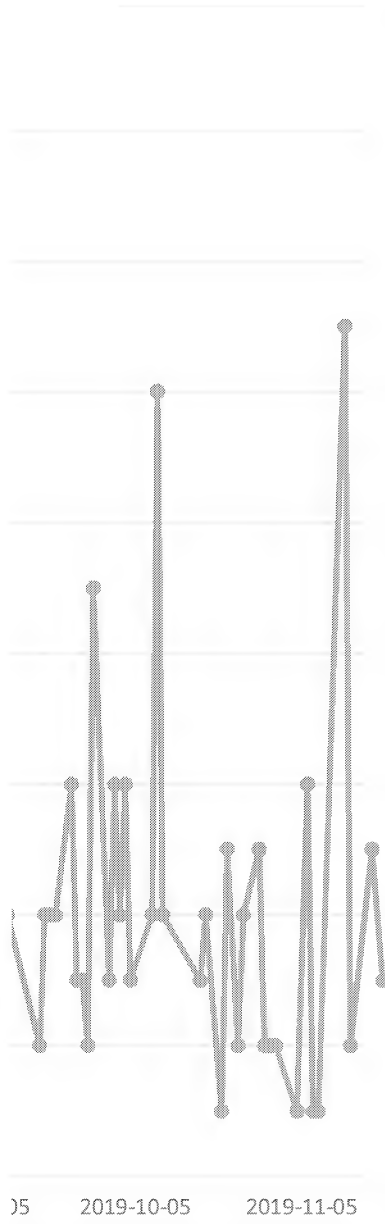
2019-10-28	5
2019-10-29	2
2019-10-30	2
2019-10-31	2
2019-11-04	1
2019-11-06	6
2019-11-07	1
2019-11-08	1
2019-11-13	13
2019-11-14	2
2019-11-18	5
2019-11-20	3

Total Number of C 622

Number of Claimants at PRPC since Nov, 2018.

(Updated Nov 19, 2019)





Mulder, Rebecca

From: Kim, Bo Hyung (Michelle)
Sent: November 19, 2019 02:08 PM
To: Chang, Maggie
Subject: PRPC Monthly and Daily Graph of Number of Claimants
Attachments: PRPC Monthly and Daily report of claimants since Nov 2018.xlsx

Hi Maggie,

Here are the graphs that you wanted!

The first sheet has the monthly totals of the number of claimants at PRPC and the second sheet has all daily totals through PRPC.

The remaining sheets have a breakdown of the daily number of claimants by months since Nov 2018.

Please let me know if you'd like me to add anything!

Michelle Bo Hyung Kim

Program Support Clerk / Traveller Operations
Metro Vancouver District / Pacific Region
Canada Border Services Agency / Government of Canada
BoHyung.Kim@cbsa-asfc.gc.ca



Canada Border
Services Agency

Agence des services
frontaliers du Canada



Pacific Region Processing Center—Temporary Refugee Intake Processing Center

585+ PRPC-TRIPC Refugee Referrals

538+ PRPC-TRIPC Eligibility Determination



816+ Pacific Region Refugee claimants (Excluding Pending Eligibility/ Suspended)

*** PRPC-TRIP processed 585 of the 816 refugees.

Pros

- Streamlined refugee processing for the Pacific Region
- Alleviate growing frontline operational pressures
- Port of Entries can focus on other Agency priorities
- Contingency plan and designated location in the event of a large influx of claimants
- Administrative support utilized at full capacity
- Quality and consistent files submitted to IRB
- Learning opportunity for BSOs in developing in-depth and complex interviewing skills
- Training of available BSOs who are proficient in refugee process in the event of a large influx
- Decrease in BtP asylum claimants in detention

Cons

- Unpredictable volume of claimants
- Unpredictable budget forecast allocation
-

**PRPC-TRIPC
IMPACT
on
Pacific
Region:**

**70% of
Regional claims
taken at the
PRPC-TRIPC**

**Approximately
5750 hours saved
(POE takes 8-12 hrs)**

** Other

- Aldergrove POE
- Abbotsford POE
- Comm Ops
- CSO
- EID
- Marine
- Boundary Bay
- PRPC Walk-Ins
- Out of province

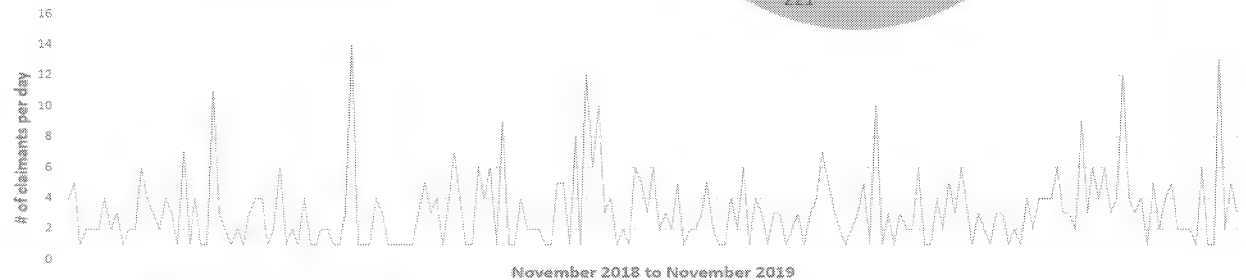
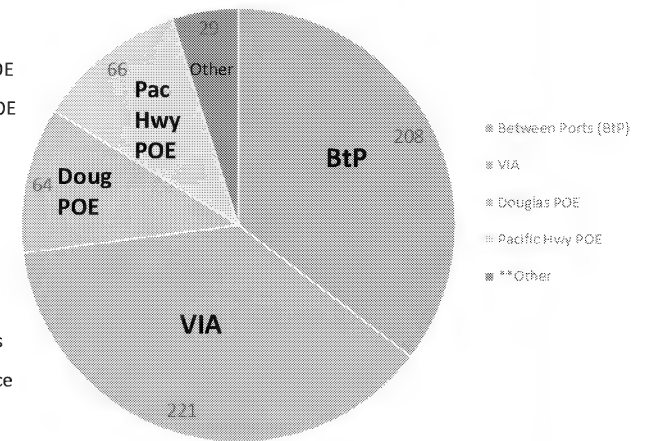
Pacific Region Checklist/Guidelines Outreach Sessions (November 22, 2019):

21 session completed for: Pac POE / Huntington Traffic / Douglas POE / VIA

151 officers in attendance (includes 11 Superintendents & 1 Chief)

2 sessions upcoming for: VIA

Origin of PRPC-TRIPC Referrals

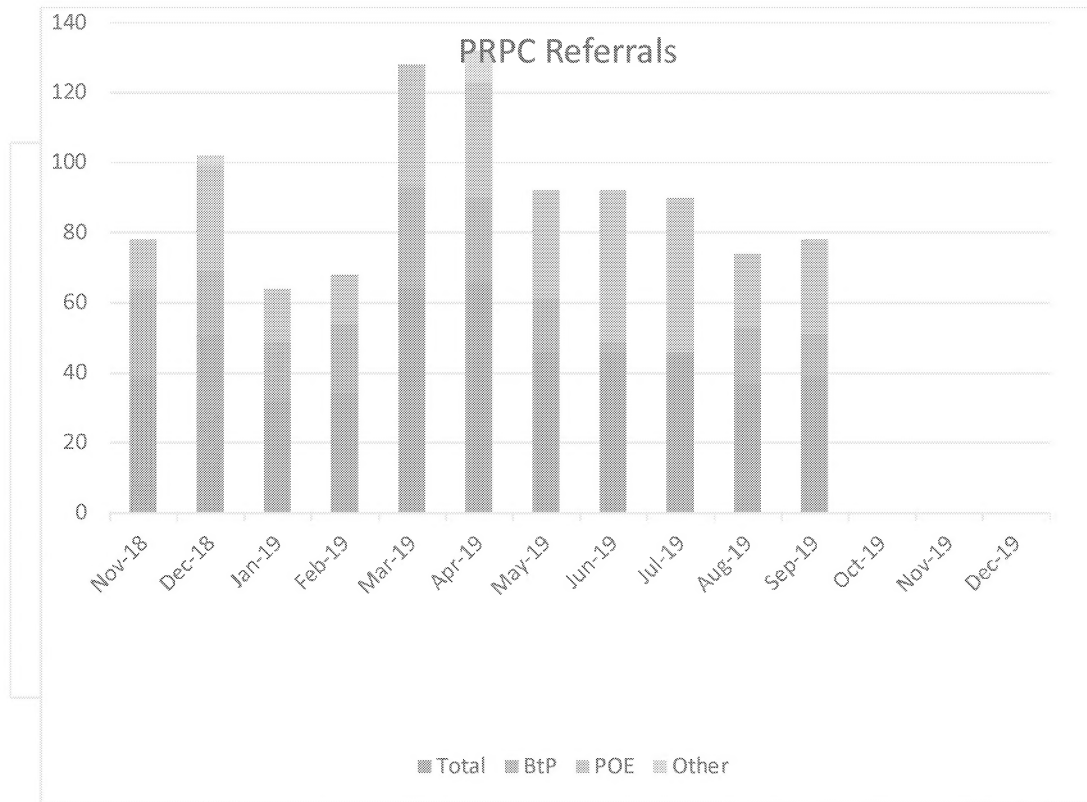


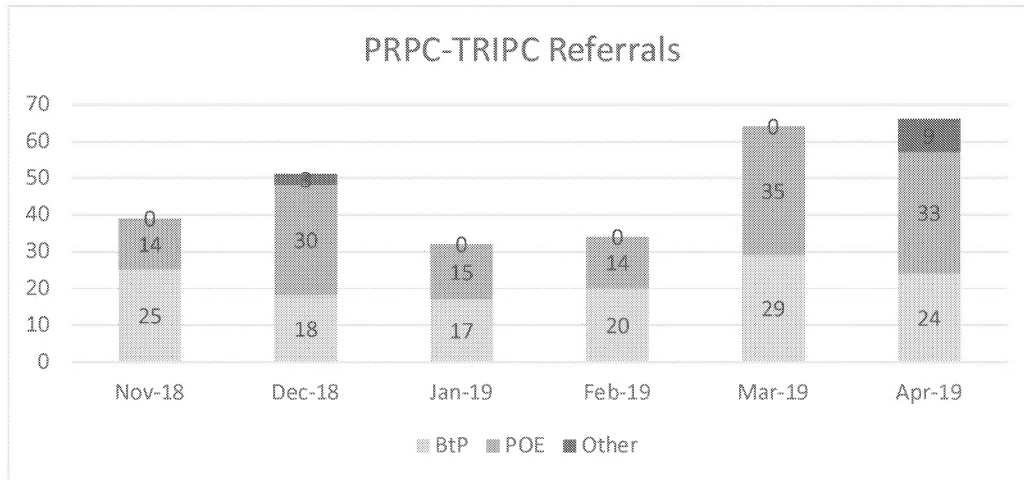
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PRPC Referrals

	Total	BtP	POE	Other
Nov-18	39	25	14	0
Dec-18	51	18	30	3
Jan-19	32	17	15	0
Feb-19	34	20	14	0
Mar-19	64	29	35	0
Apr-19	66	24	33	9
May-19	46	15	31	0
Jun-19	46	3	43	0
Jul-19	45	1	44	0
Aug-19	37	16	21	0
Sep-19	39	12	27	0
Oct-19				
Nov-19				
Dec-19				





Mulder, Rebecca

From: D'Mello, Emily
Sent: November 6, 2019 01:34 PM
To: Dhaliwal, Jimmy
Subject: PRPC Tracking
Attachments: Admin Staff_PPC Refugee Claim Tracking.xlsx; PRPC October 2019 Analysis.xlsx

One is our regular tracking sheet, one is a monthly stats thing.

Emily D'Mello
A/Admin Supervisor / Traveller Operations
Metro Vancouver District / Pacific Region
Canada Border Services Agency / Government of Canada
emily.d'mello@cbsa-asfc.gc.ca / Tel: 604-775-5107